URBAN/MUNICIPAL
CA4 ON HBL W26
A35 July 1989

URBAN/MUNICIPAL

AGENDA OF THE OPERATIONS MANAGEMENT COMMITTEE OF THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

CA4 ON HBL W26
A35
1989

AGENDA

OPERATIONS MANAGEMENT COMMITTEE

1989 07 11

URBAN MUNICIPAL
JUL 10 1989
GOVERNMENT DOCUMENTS

Confirmation of the minutes of the last regular and special meeting of 1989 06 15.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Report re: Applicable grants for asbestos substance removal.
2. Report re: Weed Spraying (tabled at Operations Management Committee - 1989 06 06) - **page 1.**
3. Update: Waterloo Smoking Prevention Project - **pages 2-4.**

NEW BUSINESS:

1. Recommendations of the Director of Education - **page 5.**
2. Report on Short Term Investments.
3. Cash Flow.
4. Correspondence from the Hastings County Board of Education re: Occupant Load - Public Assembly Areas (referred from June Board - 1989 06 15.) - **pages 6-9.**
5. Proforma Budget - **pages 10-12.**
6. Report re: Driver Education Program - In-Class Instruction - **pages 13-19.**
7. Report on Adult Co-operative Education - **pages 20-24.**
8. Tenders - Sir Wilfrid Laurier Elementary School - **page 25.**
9. Tenders - Norwood Park Renovations - **page 26.**
10. Tenders - R. A. Riddell Sketch Plans - **page 27.**
11. Asbestos in our Buildings: Update - **page 28.**
12. Repayment Period of Debentures for Albion Renovations - **page 29.**
13. Review of the 1987 09 14 Report of the Transportation Committee (requested by Trustee Bishop) - **page 30.**
14. Report of the Transportation Committee - **page 31.**

15. Report of the Special Education Advisory Committee - **page 32.**

16. Report of the Communications Advisory Committee - **page 33.**

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - **page 34.**

1989 07 11.

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Weed Spraying

At the meeting of June 16, 1989, the Operations Management Committee directed the Superintendent of Plant to bring a report on weed spraying to the July meeting. Accordingly, the following information is provided.

Weed spraying which has been done during the last month on large grassed areas is follow-up work from last years programme. The contractor has been told that any remaining guarantee work of this nature must be done after 4:00 p.m., during the day or on Saturdays. With respect to the balance of the weed spraying, we propose to schedule the "round-up spray" work which is used to control weed growth in asphalt, concrete, walkways etc., during the period June 30 to July 30, during normal hours. The Boards major programme of weed spraying will be scheduled for the fall and the specifications will require that the work be done outside of regular school hours of 8:30 a.m. to 4:30 p.m. and in accordance with Ministry of the Environment regulations.

With respect to the fertilizing of grassed areas on school grounds the work is scheduled to be completed before school opening in September. The product used is a granular 10-6-4 fertilizer which has no health hazards after it has been spread. There are, however, precautions which must be taken by the workmen who are applying the material including proper protective clothing.

Recommendation:

That the Superintendent of Plant direct that all weed spraying and fertilizing be undertaken outside of the hours of 8:30 a.m. to 4:30 p.m. when students are occupying our buildings.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations and Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

RE: UPDATE WATERLOO SMOKING PREVENTION PROJECT

GENERAL COMMENT RELATIVE TO RESEARCH

During the past number of years Administration and the Elected Officials have had discussion in respect to appropriate research projects in which our Board should be involved. We have general agreement that we are only prepared to accept a limited number of projects which have direct benefit to our students and staff. As a result there has been a significant decrease in the number of requests that have been granted in recent years.

Furthermore, on occasion trustees have asked about results, feedback etc. in respect to authorized research initiatives.

REVIEW AND UPDATE WATERLOO SMOKING PREVENTION PROJECT

The Waterloo Smoking Prevention Project is an initiative held in high regard by the United States National Heart, Lung and Blood Institute, Health and Welfare Canada's National Research and Development Program and the Ontario Heart and Stroke Foundation. These prominent national and international authorities are funding partners in this initiative.

The Project has been conducting school-based smoking prevention research in a series of randomized, controlled field trials for the past ten years in the province and our Board has been a major contributor for the past seven years. We believe that smoking prevention/cessation is a thread that must run throughout the curriculum for a number of years in order to prevent commencement of smoking and reinforce abstinence.

The Waterloo Smoking Prevention Project is a longitudinal study, composed of three distinct phases:

WSPP 1:	2 school board	22	schools	660 students
WSPP 2:	4 school boards	66	schools	3,600 students
WSPP 3: (Current)	7 school boards	105	schools	7,500 students

Students receive the WSPP core curriculum in grade 6, with three additional booster sessions in grades 7 and 8.

SUMMARY OF RESULTS

Administration has recently requested Dr. Best, the project leader, to provide us with a general summary of the results of this important program for students. The following are consolidated findings that will be of interest to our Board Officials:

WSPP 1:

- Social influence programs can delay smoking onset in elementary school.
- High risk youth appear to benefit more

WSPP 2:

- The school itself is a major influence on smoking prevention and on whether or not the program works.
- The most recent data suggest that the age of onset is increasing; programs in grades 6-8 should continue to reinforce prevention momentum.
- Programs should reach beyond the classroom whenever possible, to create school and family environments supportive of non-smoking.

The aforementioned are major findings. Additional information is available and is taken into account when developing curriculum designed to prevent or arrest smoking. We have recently received a draft copy of the WSPP 3, Grade 6, "Keep It Clean" curriculum which is currently being evaluated by Mr. Chapman, our Health and Physical Education Co-ordinator. This curriculum addresses the health problem that has been labelled the most preventable cause of death and disability in this century: SMOKING. "Keep It Clean" refers to keeping the lungs and cardiovascular system clean and healthy by not smoking. The goals of this curriculum include the following skills:

- Resisting influences to begin smoking
- Coping as non-smokers in uncomfortable situations
- Influencing others to quit smoking

SUMMARY

- The initiatives of the Waterloo Smoking Prevention Project are in agreement with the requirements of the new provincial curriculum guidelines with respect to drugs, nicotine, and alcohol education.

- The initiatives of the Waterloo Smoking Prevention Project are also in concert with the new mandate by the Public Health Department, viz. to improve the health of the population by eliminating tobacco use.

It would appear then, that research programs such as the aforementioned Waterloo Smoking Prevention Project, can be of great value to the general health of all our students and staff and may be an effective means in addressing drug/nicotine abuse, when integrated into our general curriculum.

We hope that this update has been both interesting and enlightening to the members of the Board.

RECOMMENDATION

That this report be accepted for the purpose of information only.

Prepared and
submitted by: P. S. Beveridge,
Superintendent of Curriculum and
Special & Educational Services

Approved by: K.A. Rielly
Director and Secretary of the Board

:ha

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 07 11.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendation for your approval:

GENERAL

(a) That effective September 1, 1989, the registration fee for general interest courses be increased from $1.50 per hour to $1.70 per hour.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

THE HASTINGS COUNTY
BOARD OF EDUCATION

EVAN W. BOGART Chairman
BURLE D. SUMMERS Director of Education

1989 May 18

MAY 2 4 1989

DIRECTORS OF EDUCATION

OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

On May 8, 1989, the Trustees of The Hastings County Board of Education passed the attached resolution with respect to the occupant load of student assembly areas as set out in the Ontario Building Code and the Ontario Fire Code.

Your Board's support of this resolution to the Minister of Education would be appreciated.

Yours truly,

E.W. Bogart

Evan Bogart, Chairman
The Hastings County Board of Education

gs/L02
Att.

c.c. - Minister of Education
O.A.S.B.O.
O.P.S.O.A.
O.P.S.T.F.
O.S.S.T.F.
F.W.T.A.O.
O.P.S.B.A.

1989 May 08

To the Chairman and Members
of the Board of Education

RE: OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

The Properties Committee and the Board Safety Committee have reviewed the occupant load dilemma that is a requirement for a public assembly area.

Occupant load is defined as the number of persons for which a building or part thereof is designed. The principal application of occupant load is to determine the number and width of exits and the width of access to exits. Occupant load is also used to determine the need for fire alarms and emergency lighting.

The Ontario Building Code and the Ontario Fire Code are the two regulations dealing with occupant loading as it relates to life safety from fire in school buildings.

The Ontario Building Code (Article 3.1.14.1) identifies two methods to determine occupant load -- egress calculation and area calculation. The Ontario Fire Code (Article 2.7.1.6.) regulates the operation of existing buildings with respect to building and occupant fire safety and deals with non-fixed row seating in assembly occupancies.

School Boards participated in a review and development of present requirements in 1976 (Model By-Law to provide for the Licensing and Regulation of Public Halls) whereby 200 unfixed chairs could be exceeded by increasing the aisle widths (by 50%) and occupant load ratios to allow for a large assembly function, but still restricted by the area calculation (12 sq. ft/person) or the egress calculation.

This does not allow sufficient flexibility for schools, in general, to assemble their entire student body with the non-fixed seating rule. Only 8 of our 42 elementary schools can have a school assembly using unfixed chairs. Only 2 of our 8 secondary schools can accommodate a school assembly in their auditorium.

The cost to purchase fixed chairs for The Hastings County Board of Education is $300,000. The estimate for the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars.

The Properties Committee is supportive of resolving this issue at minimum cost and yet still be able to function as a school and have school assemblies without sitting on the floor.

Page 2

The Fire Marshal's office is proposing a clarification for the next Code revision to specifically identify discretionary authority for school activities. Public use of the school including school related activities accommodating other than students would not be granted this flexibility.

RECOMMENDATIONS:

Whereas the legislation in the Fire Code is not sufficiently flexible for school assembly usage, it is recommended that:

1.0 the Board endorse the resolution that:

a) for existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed-chair calculation;

b) for new facilities, The Ministry of Education in all future gymnasium projects, allow sufficient furniture and equipment grant to purchase fixed chairs;

c) the Ministry of Education provide financial resources for School Boards to purchase fixed chairs to comply with the Ontario Fire Code and the mandatory Fire Safety Plans.

2.0 the Board circulate this recommendation to the Ministry of Education, to other School Boards and Associations and to O.P.S.B.A. for support of this resolution.

Respectfully submitted,

E. LANG, Chairman
Board Safety Committee

E. PARSONS, Chairman
Properties Committee

D. G. BARNES
Controller of Plant

B. D. SUMMERS
Director of Education

gs/B03

Page 3

RESOLUTION

WHEREAS, in general across the province, a majority of educational facilities cannot comply with the fire code in terms of the occupant load and function as a school and

WHEREAS, the cost to each school board will be substantial in purchasing fixed chairs, and

WHEREAS, the Ministry of Education directed each school board to develop Fire Safety Plans, and

WHEREAS, provisions for exceeding 200 non-fixed chairs is limited, time consuming and still does not allow schools to assemble its entire student body, and

WHEREAS, the cost to the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars,

BE IT RESOLVED THAT:

1.0 For existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed chair calculation.

2.0 For new facilities, The Ministry of Education in all future gymnasium projects allow sufficient Furniture & Equipment grant to purchase fixed chairs.

3.0 The Ministry of Education provide financial resources for school boards to purchase fixed chairs to comply with the Ontario Fire Code and the Mandatory Fire Safety Plans.

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1989 07 11

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

The 1990 Proforma Budget is a projection of expenditures based on a combination of historical trends and inflation. It is not based on precise data that is normally included in the budget nor does it reflect specific issues to be addressed in 1990.

The most recent Consumer Price Index information indicates the following changes from May 1988 to May 1989:

Canada	5.0%
Ontario	5.7%
Toronto	6.3%

Other information considered in the preparation of this model includes:

- a provision for pay equity
- the change from OHIP premiums to an employer health levy (payroll tax) announced in the Provincial Budget has been incorporated
- an increase for unemployment insurance premiums
- a projection for building repairs and improvements that are greater than the estimated rate of inflation
- no reduction in debt charges from the 1989 Budget due to costs of debenturing the new Laurier Elementary School and Albion renovations.

Revenues have been projected assuming that the proportion of funding by revenue source will remain the same as in 1989. In this model, provincial grants translate into a 10% increase. This assumption may not be valid. In addition, the effect in 1990 of pooling of commercial and industrial assessment as announced in the Provincial Budget is not yet known. These factors could significantly change the projected increase to local taxpayers.

The internal preparation of the 1990 Budget should be complete by February. Presentations to the Budget Review Committee may commence at that time.

It is difficult to assess the margin of error that may be associated with the Proforma Budget because of the number of unknowns at this time.

Recommendations:

(i) That the 1990 Proforma Budget be received for information.

(ii) That the Proforma Budget be presented once a year in July.

Prepared by: Jean Friesen, Budget Analyst
Greg Rutledge, Controller

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

ga
attached.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF 1990 PROFORMA BUDGET

	1989		1990		INCREASE	
	$'000	%	$'000	%	$'000	%
XPENDITURES						
alaries & Wages, Employee Benefits	175,369	79.3	193,385	79.6	18,016	10.3
ravel, Personnel Training & Bursaries	1,178	0.5	1,248	0.5	70	6.0
ooks, Energy, Repairs & Supplies	23,869	10.8	25,811	10.6	1,942	8.1
eplacement & New Equipment	3,783	1.7	4,009	1.7	226	6.0
ebt Charges	1,163	0.5	1,163	0.5	0	0.0
apital from Current & Perm. Improvements	2,326	1.1	2,558	1.1	232	10.0
entals, Fees & Contractual Services	7,334	3.3	7,774	3.2	440	6.0
ransfers to Other Boards, Other	6,185	2.8	6,812	2.8	627	10.1
otal Expenditure Budget	221,206	100.0	242,760	100.0	21,554	9.7
EVENUES						
evy for Mill Rate	128,453	58.0	140,801	58.0	12,348	9.6
uppl. Taxes, T.& T., P.I.L., Surplus & Trfs	11,434	5.2	12,624	5.2	1,190	10.4
rovincial Grants	64,140	29.0	70,400	29.0	6,260	9.8
ther Revenue	17,179	7.8	18,935	7.8	1,756	10.2
otal Revenue Budget	221,206	100.0	242,760	100.0	21,554	9.7
evy						
Board of Education Levy (as above)	128,453		140,801		12,348	9.6
Additional Levy by City re prior year short-fall of tax collection	81		100		19	23.7
otal Levy	128,534		140,901		12,367	9.6
esidential Mill Rates						
ducation	148.9362		163.2659		14.3297	9.6
ity	95.5672					
egion	79.5720					
	324.0754					
axes on Average $5,000 Assessment						
ducation	$744.68		$816.33		$71.65	9.6
ity	477.84					
egion	397.86					
	$1,620.38					

100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Driver Education Program
In-Class Instruction

BACKGROUND

- In February, 1960, the Hamilton Board of Education adopted the following recommendation:

  "The Board of Education is opposed to having Driver Education imposed as part of the curriculum."

- In September, 1967, the Hamilton Board of Education adopted the following recommendation:

  "It is possible for the Board of Education to co-operate with the Hamilton Automobile Club without reversing policy and with a minimum of involvement."

- In 1977, the Board asked for quotations for Driver Education Courses and in June, 1978, the Business Management Committee accepted the quote of Atlas Driving School.

- In 1984, the Board accepted the tender of Vera's Driving School to conduct the entire program for all composite secondary schools and the in-car instruction only for vocational secondary schools. This has continued up to and including the 1988-89 term.

- In 1986 the Ministry of Education and the Ministry of Transportation and Communication supported road-user safety education in schools (Policy Memorandum #23 - see attached).

CURRENT SITUATION

For the past five years Vera's Driving School has had the contract to provide Driver Education "in-car" and "in-class" instruction to composite secondary school students. Over the years there has been growing concern in regard to availability of qualified teachers to provide the in-class portion of the program. Since Ministry of Education regulations stipulate that a certified teacher is required for in-class instruction, the increased costs to Driving School Programs, will have to be passed on to the students unless the Board of Education were to assume responsibility for the in-class portion of the program.

FINANCIAL IMPLICATIONS

Class Size	20 students
Course Time	25 hours
Salaries	$842.00
Supplies	$150.00
Total Cost	$992.00

Direct costs for the in-class portion would be recovered through provincial grants. The Department of Transportation and Communication supplies the textbooks, teacher manuals, and student workbooks. Several sources provide other materials such as videos, posters, etc. The Ministry of Education provides courses of study, policy guidelines, and grants for Driver Education and works in conjunction with the Department of Transportation and Communication to provide the authorized Driver Education Certificates.

RATIONALE FOR BOARD TO ASSUME OPERATION OF IN-CLASS PORTION OF THE DRIVER EDUCATION PROGRAM

The increased costs to Driving Schools are causing a financial burden on Driving School operations and these costs will have to be passed on to students. The major cause appears to be the increased rates of pay that have to be paid to certified teachers in accordance with contract fulfillment.

Increased costs to students for Driver Education may prevent many students from participation in the school-related program. This will certainly have an adverse effect upon availability of Driver Education Programs should the student demand for such instruction decrease due to inability of students to pay increased fees. The impact of such a situation could well surface in terms of safety, increased rates, etc. It would appear that our Administration and the Ministry of Education and Ministry of Transportation and Communication would support and encourage student participation in qualified Driver Education Programs.

- Since the in-class portion, if assumed by the Board, would not result in additional costs, and

- Since the Ministry of Education Policy Memo #23 states, "Boards should make every attempt to make Driver Education courses available to all students who wish to take them", and

- Since it would appear that the Ministry of Transportation and Communication and the Ministry of Education jointly recommend such a course being offered through our Continuing Education Department, it would, therefore, certainly be beneficial to both the community and students to have the in-class portion of Driver Education assumed by the Board. The in-car portion would remain with a licensed driver training school.

- Therefore, it is recommended that:

> - **The Board of Education for the City of Hamilton assume responsibility for the in-class portion of Driver Education, effective September 1, 1989.**
>
> - **The supervision of the in-class portion of Driver Education be assigned to the Continuing Education Department.**
>
> - **The in-car portion of Driver Education be tendered prior to September 1, 1989.**

Prepared by: C. H. Howell
Continuing Education Department
D. H. Kelterborn
Manager, Property and Insurance

Submitted by: P. S. Beveridge
Superintendent of Curriculum and
Special & Educational Services

P. S. Shewfelt
Superintendent of Finance and Treasurer

Approved by: K. A. Rielly
Director and Secretary of the Board

:ha

Date of Issue: May 26,1986

Effective: Until revoked or modified

Subject: Driver Education

Application: Directors of Education
Principals of Secondary Schools

References: This memorandum replaces Policy/Program Memorandum No. 23, 1982.

General Information

The Ministry of Education and the Ministry of Transportation and Communications support road-user safety education in the schools. They share responsibility for determining the content and organization of courses in driver education as well as for establishing the qualifications of the instructors who teach them. Both ministries support the ongoing assessment and improvement of these courses in secondary schools.

Driver education may be offered as a non-credit course to students enrolled in a continuing education program, or as a credit course to regular day-school students who are taking more than half of their courses at the basic and/or modified levels, providing driving forms an integral part of the occupation under study. In addition, boards should make every attempt to make driver education courses available to all students who wish to take them.

Regardless of the organizational structure used, school boards are ultimately responsible for the organization and supervision of courses in driver education. Boards that offer more than one course are encouraged to appoint a co-ordinator to work with principals for the effective planning, supervision, co-ordination, and evaluation of courses. Principals are ultimately responsible for the administration of courses; classroom teachers are responsible for their quality and for the co-ordination of the in-class and in-car phases of the courses.

Requirements for Driver Education Courses

1. Time Requirements

Students must complete:

(a) 25 hours of classroom instruction, as outlined in Road Worthy - Classroom Teacher's Manual (an additional 5 are recommended);

(b) 8 hours of behind-the-wheel instruction. At least 2 additional hours of instruction are required for cars with manual transmission. Effective September 1, 1987, the behind-the-wheel segment will be increased to 10 hours, with a minimum of 2 additional hours for cars with manual transmission;

(c) 16 hours of observation in a vehicle in which another student is receiving behind-the-wheel instruction. Effective September 1, 1987, this segment of the course will be increased to 20 hours.

2. Curriculum

The curriculum followed must conform to Road Worthy - Classroom Teacher's Manual and Road Worthy - In-Car Instructor's Manual, which are provided by the Ministry of Transportation and Communications.

3. Teacher's Qualifications

For the classroom phase, the teacher must hold:

(a) an Ontario Teacher's Certificate or a Letter of Standing from the Ministry of Education, or qualifications equivalent thereto; and

(b) a Driver Education Instructor's Certificate from the Ministry of Education or from a faculty of education of an Ontario university.

4. Instructor's Qualifications

For the in-car phase, the instructor must hold:

(a) a Driving Instructor's Licence from the Ministry of Transportation and Communications and evidence of having complied with the local municipal licensing requirements; and

(b) (i) a Driver Education Instructor's Certificate from the Ministry of Education or from a faculty of education of an Ontario university, or

(ii) a certificate showing successful completion of a course for driving instructors approved by the Ministry of Transportation and Communications.

5. Other Requirements

(a) Before taking in-car instruction, a student must be in possession of a Class "L" Driver's Licence (learner's permit).

(b) Motor vehicles used for the in-car phase must be equipped with a dual-brake control mechanism.

(c) The board must ensure that each vehicle used for in-car instruction is covered by an automobile insurance policy as required by the Motor Vehicle Accident Claims Act.

Forms of Support

1. Provided that all of the above requirements are met, the classroom segments of driver education courses may be included in the board's continuing education program for the purpose of claiming grants from the Ministry of Education.

2. Officials of the Ministry of Education and the Ministry of Transportation and Communications are authorized to assist in the organization and supervision of driver education courses.

3. Until further notice, the following materials and equipment will be supplied free of charge by the Ministry of Transportation and Communications, on request, to school boards conducting courses meeting the requirements outlined in this memorandum:

   (a) classroom sets of approved textbooks and curriculum guidelines, as well as other instructional aids listed in the "Order Form for Driver Education Materials" and in the "Order Form for General Safety Materials";

   (b) one dual-brake control for each vehicle obtained from a vehicle manufacturer.

4. The Ministry of Education provides a resource guide, Driver Education in Ontario Schools, which contains a rationale for driver education and extensive lists of films and other teaching aids.

5. The Ministry of Transportation and Communications provides a certificate for each student who successfully completes a course in driver education. The principal or a supervisory officer must certify that the course has been completed according to the standards set and must request the required number of certificates by listing the names of the successful students and their addresses.

6. Through their dealers in Ontario, automobile manufacturers make vehicles available to boards offering courses in driver education. These cars are available either free of charge or for a nominal fee.

Copies of this memorandum and other information regarding driver education may be obtained by writing to the Ministry of Transportation and Communications at the address given below or to a regional office of the Ministry of Education.

The Operational Policy Office
Ministry of Transportation and
Communications
1201 Wilson Avenue
East Building
Downsview, Ontario
M3M 1J7

Duncan Green
Acting Deputy Minister
Ministry of Education

David Hobbs
Deputy Minister
Ministry of Transportation
and Communications

Education Centre
100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Report on Adult Co-operative Education Program
Sir Winston Churchill Secondary School

Background/Program Update

In November of 1985, the board agreed to pilot a Co-op program for young returning adults at Sir Winston Churchill. This program was funded by a 4-year federal grant from Employment and Immigration. Mr. Ron Lewis, a member of the technical department at Glendale Secondary School at that time, was appointed the Co-op Monitor to manage this program from November 18, 1985 until June 30, 1989. Mr. Lewis has done an excellent job in building the program and working effectively with the adults, the school guidance department at Churchill, the community and employers (see Appendix A).

At the outset, the program for returning adults consisted of one course in life skills and career planning, one course taken from the regular Churchill program (often English or business courses) and two afternoon co-op credits (see Appendix B). As of June 1989, the program has been so successful that the students choosing adult co-op at Churchill want two regular credits as well as their co-op lines — **thus there is no longer a need for the life skills course to be taught as a separate subject.** In September of 1989, all students will be registered as full or part time students of Sir Winston Churchill Secondary School. Mr. Lewis will be continuing to work with adult co-op at Churchill in the 1989-90 school year; he will have two lines of technical classes and four lines of co-op monitoring in his timetable.

Summary

Over the 4 year period since the program began, 580 credits have been granted to 169 students who have completed the program. This program has served as a model for other adult co-op programs in our secondary schools. Mr. Lewis is to be commended for his promotion of the program both at Churchill and in the community.

RECOMMENDATION:

That this report be received for information.

Prepared by: Ron Lewis, Co-op Monitor, Sir Winston Churchill Secondary School
Ted Knott, Co-op Coordinator
Gail Rappolt, Assistant Superintendent of Curriculum

Submitted by: Gail Rappolt, Assistant Superintendent of Curriculum

Approved by: Keith A. Rielly, Director of Education

Sir Winston Churchill Adult Program - September 1988 to January 1989

Below is the data for Sir Winston Churchill's first semester adult program. Drop-out rates are high since there are many factors that pull adult students away from school. The adults often require extra counselling and support — this has definitely been provided by the administration and guidance department at Churchill as well as by Mr. Lewis himself.

ADULT CO-OP SEMESTER SUMMARY SHEET

No. of Students Registered — Beginning	48 (34 Co-op)	End	29 (18 Co-op)
Drop-Out Rate (%)	43.7% (47.1 Co-op)		
No. of Males	2 (2)		
No. of Females	46 (27)		
Age Range	19-56 yrs.		
Average Age	32 yrs.		
No. of Grads	14	Percentage of Enrolment	48.3% (end)
*No. of Failures	2	Percentage of Failures	6.9%
No. of Honours	11	Percentage of Honours	37.9%
Ranking — No. of Top 10 in School	N/A		
No. of Students Furthering Education	14 — 48.2%		
Secondary	12		
College	2		
University	NIL		
*No. of Students Employed	6	Percentage Employed	20.6%
No. Seeking Employment	6	Percentage Seeking Employment	20.6%

Comments:

* Does not include drop-outs.
* 6 adults in the past year have been hired by Canadian General Life Insurance (secretarial) — 2 this Semester
  1 student hired as Adminstrative Secretary for National Co-op Office
  1 student hired on contract at the Attorney General's Office
  1 student hired on contract at Canadian Centre for Occupational Health and Safety
  1 student hired on C.E.I.C. — Strathbarton Mall

R. Lewis, Co-op Co-ordinator

Summary of Sir Winston Churchill's Adult Co-op Program Enrolment

Enrolment	Spring '86	Fall '86	Spring '87	Fall '87	Spring '88	Fall '88	Spring '89
	21	23	20	39	29	34	23

Summary of Sir Winston Churchill's Total Adult Program (1986 - Present)

Total Enrolment	Avg. Per Semester	Completed Program	Co-op	Drop-Out Rate	Graduates	To Employment	To Further Education
232	33	169	121 or 71.6% of Completed	27.2%	33.7%	20.6%	18.5%

Timetable - Ron Lewis, Adult Co-op

Mr. Lewis' timetable from November 1985 until June 1989 is shown below. There were some variations where numbers warranted additional lines.

A.

November 18, 1985 — January 31, 1986

- Mr. Lewis was placed at the Education Centre to initiate, design, develop and implement the program for Semester 2 start up February 3, 1986 at Sir Winston Churchill.

B.

February 3, 1986 — June 30, 1989

Period 1	Period 2		Period 3	Period 4
Life Skills & Career Planning	Preparatory	Lunch	Out of School Monitoring	Out of School Monitoring

3 Credit Co-op Package

There have been three exceptions to the above timetable:

(a) Semester 1 of the 1986-87 school year, senior English was added to complete a 4-credit package.
(b) Semester 1 of the 1987-88 school year, Mr. Lewis had a full co-op timetable — 3 lines. There was a morning and afternoon class with a.m. and p.m. co-op placements to monitor. Life Skills was taught in the morning and afternoon by two different teachers.
(c) Semester 1, 1987 to the present, business and English have continued and Mr. Lewis' timetable has been one line of Life Skills and two lines of Co-op monitoring each semester.

1989 07 11

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Tenders - Sir Wilfrid Laurier School

Tenders were recently advertised for the construction of Sir Wilfrid Laurier School. As a result, plans and specifications were picked up by Contractors and subsequently, the following tenders were received and opened on June 20, 1989. The prices were as noted below:

Martin-Stewart Contracting Ltd.	$ 6,596,900.00
Bondfield Construction Co. (1983) Ltd.	6,689,000.00
Robertson-Yates Corporation Ltd.	6,712,000.00
The Frid Construction Co. Ltd..	6,745,000.00
Newman Bros. Ltd.	6,874,978.00
Pigott Construction Ltd.	7,140,000.00
Harm Schilthuis & Sons Ltd.	7,157,873.00

The low bidder Martin-Stewart Contracting Ltd., is known to us and has carried out similar work successfully in the past.

Recommendation

The Superintendent of Plant recommends that a contract be awarded for the construction of Sir Wilfrid Laurier School to Martin-Stewart Contracting Ltd., in the amount of $6,596,900.00 and that a contingency fund be provided in the amount of $330,000.00.

Prepared and submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

/jf

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Tenders - Norwood Park Elementary School Renovations

Tenders were recently advertised for renovations to Norwood Park Elementary School. As a result, plans and specifications were picked up by Contractors and subsequently, the following tenders were received and opened on July 5, 1989. The prices were as noted below:

G. S. Wark Limited	$ 308,800.00
Harm Schilthuis and Sons Limited	344,873.00
The Frid Construction Company, Limited	323,000.00
Cochren Bros. Limited	347,000.00

The low bidder G. S. Wark Limited is known to us and has carried out similar work successfully in the past.

Recommendation

The Superintendent of Plant recommends that a contract be awarded for the renovations of Norwood Park Elementary School to G. S. Wark Limited in the amount of $308,800.00 and that a contingency fund be provided in the amount of $30,000.00.

Prepared and submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Six Room Addition - R.A. Riddell

The Board approved in the 1989 budget the construction of a six room addition to R.A. Riddell School. The original school was constructed in 1972 and an addition was added in 1977. In 1988 a second larger gymnasium was completed. The current addition will contain six classrooms, a storeroom and two washrooms. The addition abuts two sides of the new gymnasium providing an efficient integration of new classes with the remainder of the school. It is proposed to upgrade the existing mechanical system of the original school together with provision of additional capacity for the new addition.

The proposed addition will be approximately 9000 square feet and will be laid out as shown on the attached sketch plans.

Recommendations:

(a) That the Superintendent of Plant be authorized to have the Architect proceed with working drawings and tendering for a six room addition to R. A. Riddell School at an estimated cost of $1,200,000, as per the attached sketch plans,

(b) That pursuant to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated cost of this project for a period not to exceed twenty (20) years,

(c) And further that the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated cost of this project for a period not to exceed twenty (20) years.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

P. E. Shewfelt, Superintendent of Finance & Treasurer

Approved by: K. A. Rielly, Director of Education & Secretary

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Asbestos in Schools

As a result of further work place inspections being carried out in our buildings, additional specific locations where we have asbestos which requires repair and/or removal have been brought to our attention. Specific locations include major work required at Winston Churchill and minor repairs at Sir John A. Macdonald and Scott Park Secondary Schools and other locations where minor repair work may be required to cracked and deteriorated encapsulant and pipe insulation and wrapping.

In order to proceed with the work as soon as possible so that as much can be completed during the summer additional funds are required. At this time an assessment is underway to determine the extent of the work required at Winston Churchill and to prepare specifications and obtain competitive prices to have the work completed before school opening in September. In addition funds are required to allow for consulting fees and for minor repairs to be made as soon as possible to other problem areas which are identified.

Recommendation

That the Superintendent of Plant be authorized to spend up to $500,000.00 in addition to the $270,000.00 previously authorized for asbestos control work during the balance of 1989 and that he be authorized to tender and award contracts where required to complete as much work as possible before school opening in September.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1989 07 11.

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Repayment Period of Debentures for Albion Renovations

On April 18, 1989, the following motions were approved regarding the issuance of debentures for renovations to Albion School:

That pursuant to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of this project for a period not to exceed fifteen (15) years.

That the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of this project, a period not to exceed fifteen (15) years.

To allow maximum flexibility in placing our debentures, and therefore obtain the best possible terms, the Region has requested a repayment period of up to twenty years.

It is therefore recommended:

That the repayment period of debentures issued for the net cost of renovations to Albion School be amended to a period not to exceed twenty (20) years.

Prepared By: Edward R. Hodgins, Manager, Financial Services

Submitted By: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved By: Keith A. Rielly, Director of Education and Secretary

REPORT OF THE

TRANSPORTATION COMMITTEE

Present: Canon J. Rogers (Chairman);
Trustees Deans, Detwiler, Kennedy and Van Horne.

Also Present: Trustee Mulholland; Mrs. Judith Bishop (Chairman, Special Education Advisory Committee) and Mr. Paul Babcock (Hamilton Principals' Association).

Officials Present: J. Penner (Business Administrator/Treasurer),
P. Beveridge (Associate Superintendent of Curriculum and Special Services),
J. Forrester (Area Superintendent),
D. Kelterborn (Administrative Officer, Business Services),
S. Wilson (Supervisor of Transportation).

The Committee recommends:

GENERAL

1. That the Transportation Committee accept the following recommendations of the Special Education Advisory Committee's Sub-Committee on Transportation:

(a) That each school principal designate annually a transportation monitor(s), whose name will be sent to the Supervisor of Transportation.

(b) That in-service training be provided annually to all transportation monitors.

(c) That in-service training be provided annually by Board personnel to all carriers.

(d) That the regulation pertaining to drivers and carriers be amended as follows: Add to Regulation 2: "and that all wheelchair vehicles have closures." Add an additional clause: That carriers ensure that each of their drivers working for the Board of Education for the City of Hamilton has a copy of the above regulations.

(e) That procedures be developed so that the Student Transportation Sheet be kept up to date on an annual basis, and as new students are declared exceptional.

(f) That the Supervisor of Transportation prepare an annual report and that this be shared for information with the Special Education Advisory Committee.

Respectfully submitted,

Canon J. Rogers,
Chairman.

Committee Room,
1987 09 14.

REPORT OF THE

TRANSPORTATION COMMITTEE

Present: Trustee Van Horne (Chairman); Trustee Desmarais, Korz and Clarke

Also
Present: Trustee Bishop

Officials
Present: P. Shewfelt, Superintendent of Finance
R. Lavoie, Superintendent, French as a First Language
G. Rappolt, Ass't. Superintendent, Curriculum
G. Rutledge, Controller
S. Wilson, Transportation Officer

This Committee recommends:

GENERAL

ADDENDUM

The following motion was considered at the Transportation Committee meeting of 1989 06 26, and was **LOST.**

1. That G. P. Vanier students be provided transportation through bus passes as opposed to bus tickets.

Respectfully submitted,

R. Van Horne
Chairman

Committee Room
1989 06 26

REPORT OF THE

SPECIAL EDUCATION ADVISORY COMMITTEE

Present: Trustee J. Bishop (Chairman); Trustee Desmarais; Mesdames Dalziel, Dennis, Masters, Oommen, Schram and Trott; Dr. Newberry; Messrs. Foster, Harwood and Ormerod; Dr. Toby.

Officials
Present: J. Yurkiw (Assistant Superintendent, Special Services)
R. Adams (Co-ordinator, Special Education)
F. Neumann (Administrative Assistant to the Superintendent of Curriculum, Special and Educational Services)

The Committee recommends:

1) That the SEAC committee endorses the Draft document, Towards Race Relations and Ethnocultural Equity - A Working Paper.

2) That the Annual Report, as amended, be accepted.

Respectfully submitted,

J. Bishop
Chairman

Meeting Room,
1989 06 21

REPORT OF THE

COMMUNICATIONS ADVISORY COMMITTEE

Present: R. Van Horne (Chairman); Trustees Bishop and Clarke

Officials
Present: K. A. Rielly, Director of Education and Secretary
R. Kawai, Superintendent, Information Management Services
N. Forster, Information Officer
D. McIsaac, Administrative Assistant to the Director

The Committee recommends:

GENERAL

1. That the following Committee Updates be accepted as read:

Staff Public Relations
School Level Public Relations
Media Sub-Committee
Evaluation Committee

Respectfully submitted,

R. Van Horne,
Chairman

Committee Room
1989 06 27

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 07 11.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendation for your approval:

ELEMENTARY/SECONDARY

(a) That the following trip request be approved:

(i) Sir Allan MacNab, Grade 10 student, Yearbook Editors' Conference, North Bay, 1989 08 06-11 (Sunday to Friday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

CA4 ON HBL W26
A35
1989

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1989 07 11

Confirmation of the minutes of the last regular and special meeting of 1989 06 15.

URBAN MUNICIPAL
JUL 21 1989
GOVERNMENT DOCUMENTS

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Report re: Applicable grants for asbestos substance removal.
2. Report re: Weed Spraying (tabled at Operations Management Committee - 1989 06 06) - **page 1.**
3. Update: Waterloo Smoking Prevention Project - **pages 2-4.**

NEW BUSINESS:

1. Recommendations of the Director of Education - **page 5.**
2. Report on Short Term Investments - **pages 5A-5D.**
3. Cash Flow - **pages 5E-5H.**
4. Correspondence from the Hastings County Board of Education re: Occupant Load - Public Assembly Areas (referred from June Board - 1989 06 15.) - **pages 6-9.**
5. Proforma Budget - **pages 10-12.**
6. Report re: Driver Education Program - In-Class Instruction - **pages 13-19.**
7. Report on Adult Co-operative Education - **pages 20-24.**
8. Tenders - Sir Wilfrid Laurier Elementary School - **page 25.**
9. Tenders - Norwood Park Renovations - **page 26.**
10. Tenders - R. A. Riddell Sketch Plans - **page 27.**
11. Asbestos in our Buildings: Update - **page 28.**
12. Repayment Period of Debentures for Albion Renovations - **page 29.**
13. Review of the 1987 09 14 Report of the Transportation Committee (requested by Trustee Bishop) - **page 30.**
14. Report of the Transportation Committee - **page 31.**

15. Report of the Special Education Advisory Committee - page 32.

16. Report of the Communications Advisory Committee - page 33.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - page 34.

1989 07 11.

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Weed Spraying

At the meeting of June 16, 1989, the Operations Management Committee directed the Superintendent of Plant to bring a report on weed spraying to the July meeting. Accordingly, the following information is provided.

Weed spraying which has been done during the last month on large grassed areas is follow-up work from last years programme. The contractor has been told that any remaining guarantee work of this nature must be done after 4:00 p.m., during the day or on Saturdays. With respect to the balance of the weed spraying, we propose to schedule the "round-up spray" work which is used to control weed growth in asphalt, concrete, walkways etc., during the period June 30 to July 30, during normal hours. The Boards major programme of weed spraying will be scheduled for the fall and the specifications will require that the work be done outside of regular school hours of 8:30 a.m. to 4:30 p.m. and in accordance with Ministry of the Environment regulations.

With respect to the fertilizing of grassed areas on school grounds the work is scheduled to be completed before school opening in September. The product used is a granular 10-6-4 fertilizer which has no health hazards after it has been spread. There are, however, precautions which must be taken by the workmen who are applying the material including proper protective clothing.

Recommendation:

That the Superintendent of Plant direct that all weed spraying and fertilizing be undertaken outside of the hours of 8:30 a.m. to 4:30 p.m. when students are occupying our buildings.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations and Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

RE: UPDATE WATERLOO SMOKING PREVENTION PROJECT

GENERAL COMMENT RELATIVE TO RESEARCH

During the past number of years Administration and the Elected Officials have had discussion in respect to appropriate research projects in which our Board should be involved. We have general agreement that we are only prepared to accept a limited number of projects which have direct benefit to our students and staff. As a result there has been a significant decrease in the number of requests that have been granted in recent years.

Furthermore, on occasion trustees have asked about results, feedback etc. in respect to authorized research initiatives.

REVIEW AND UPDATE WATERLOO SMOKING PREVENTION PROJECT

The Waterloo Smoking Prevention Project is an initiative held in high regard by the United States National Heart, Lung and Blood Institute, Health and Welfare Canada's National Research and Development Program and the Ontario Heart and Stroke Foundation. These prominent national and international authorities are funding partners in this initiative.

The Project has been conducting school-based smoking prevention research in a series of randomized, controlled field trials for the past ten years in the province and our Board has been a major contributor for the past seven years. We believe that smoking prevention/cessation is a thread that must run throughout the curriculum for a number of years in order to prevent commencement of smoking and reinforce abstinence.

The Waterloo Smoking Prevention Project is a longitudinal study, composed of three distinct phases:

WSPP 1:	2 school board	22	schools	660 students
WSPP 2:	4 school boards	66	schools	3,600 students
WSPP 3: (Current)	7 school boards	105	schools	7,500 students

Students receive the WSPP core curriculum in grade 6, with three additional booster sessions in grades 7 and 8.

SUMMARY OF RESULTS

Administration has recently requested Dr. Best, the project leader, to provide us with a general summary of the results of this important program for students. The following are consolidated findings that will be of interest to our Board Officials:

WSPP 1:

- Social influence programs can delay smoking onset in elementary school.
- High risk youth appear to benefit more

WSPP 2:

- The school itself is a major influence on smoking prevention and on whether or not the program works.
- The most recent data suggest that the age of onset is increasing; programs in grades 6-8 should continue to reinforce prevention momentum.
- Programs should reach beyond the classroom whenever possible, to create school and family environments supportive of non-smoking.

The aforementioned are major findings. Additional information is available and is taken into account when developing curriculum designed to prevent or arrest smoking. We have recently received a draft copy of the WSPP 3, Grade 6, "Keep It Clean" curriculum which is currently being evaluated by Mr. Chapman, our Health and Physical Education Co-ordinator. This curriculum addresses the health problem that has been labelled the most preventable cause of death and disability in this century: SMOKING. "Keep It Clean" refers to keeping the lungs and cardiovascular system clean and healthy by not smoking. The goals of this curriculum include the following skills:

- Resisting influences to begin smoking
- Coping as non-smokers in uncomfortable situations
- Influencing others to quit smoking

SUMMARY

- The initiatives of the Waterloo Smoking Prevention Project are in agreement with the requirements of the new provincial curriculum guidelines with respect to drugs, nicotine, and alcohol education.

- The initiatives of the Waterloo Smoking Prevention Project are also in concert with the new mandate by the Public Health Department, viz. to improve the health of the population by eliminating tobacco use.

It would appear then, that research programs such as the aforementioned Waterloo Smoking Prevention Project, can be of great value to the general health of all our students and staff and may be an effective means in addressing drug/nicotine abuse, when integrated into our general curriculum.

We hope that this update has been both interesting and enlightening to the members of the Board.

RECOMMENDATION

That this report be accepted for the purpose of information only.

Prepared and submitted by: P. S. Beveridge,
Superintendent of Curriculum and
Special & Educational Services

Approved by: K.A. Rielly
Director and Secretary of the Board

:ha

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 07 11.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendation for your approval:

GENERAL

(a) That effective September 1, 1989, the registration fee for general interest courses be increased from $1.50 per hour to $1.70 per hour.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

1989 07 11.

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Short Term Investments report for June, 1989.

REVENUE FUND

Interest earned to date in 1989 amounts to $400,669 vs $104,567 in 1988. Accrued interest earnings for the year are estimated at $950,000 vs $638,878 earned in 1988.

CAPITAL RESERVE FUND

Interest earned to date in 1989 amounts to $433,028 vs $283,599 in 1988. Accrued interest earnings for the year are estimated at $700,000 vs $656,053 earned in 1988.

RETIREMENT GRATUITY RESERVE FUND

Interest earned to date in 1989 amounts to $396,337 vs $293,902 in 1988. Accrued interest earnings for the year are estimated at $750,000 vs $623,388 earned in 1988.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE MONTH OF JUNE 1989

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BNS-t	450,000	05/18/89 - 06/01/89	12.250%	2,114	151
	TD-t	250,000	05/24/89 - 06/01/89	12.250%	671	84
	BC-n	250,000	05/25/89 - 06/01/89	12.650%	607	87
	TD-t	100,000	05/26/89 - 06/01/89	11.500%	189	32
	BNS-t	100,000	05/18/89 - 06/02/89	12.250%	503	67
	BNS-t	100,000	05/18/89 - 06/05/89	12.250%	604	168
	BNS-t	1,150,000	05/18/89 - 06/08/89	12.250%	8,105	3,088
	BC-n	350,000	06/01/89 - 06/08/89	12.260%	823	823
	BNS-t	125,000	05/18/89 - 06/09/89	12.250%	923	378
	TD-t	250,000	05/19/89 - 06/09/89	12.300%	1,769	758
	TD-t	4,850,000	05/19/89 - 06/12/89	12.420%	39,608	19,804
	TD-t	300,000	05/19/89 - 06/15/89	12.375%	2,746	1,526
	BC-n	600,000	05/26/89 - 06/15/89	12.400%	4,077	3,058
	TD-t	100,000	05/26/89 - 06/19/89	11.750%	773	612
	BC-n	800,000	05/26/89 - 06/22/89	12.400%	7,338	5,979
	BC-n	450,000	05/26/89 - 06/23/89	12.400%	4,281	3,516
	BC-n	1,000,000	05/26/89 - 06/26/89	12.450%	10,574	8,868
	BNS-n	150,000	06/02/89 - 06/30/89	11.900%	1,369	1,369
	BC-n	800,000	06/12/89 - 06/30/89	12.300%	4,853	4,853
	BNS-t	150,000	06/16/89 - 06/30/89	11.650%	670	670
	TD-t	500,000	06/21/89 - 06/30/89	12.125%	1,495	1,495
TOTAL REVENUE FUND MATURITIES		$12,825,000				
INVENTORY	TD-t	550,000	06/21/89 - 07/04/89	12.200%	2,390	1,655
	TD-t	900,000	06/21/89 - 07/06/89	12.200%	4,512	2,707
	TD-t	3,350,000	06/21/89 - 07/10/89	12.200%	21,275	10,078
	TD-t	1,300,000	06/28/89 - 07/10/89	12.000%	5,129	855
	TD-t	500,000	06/28/89 - 07/11/89	11.750%	2,092	322
	TD-t	500,000	06/28/89 - 07/12/89	11.750%	2,253	322
	TD-t	200,000	06/28/89 - 07/13/89	11.750%	966	129
	TD-t	300,000	06/28/89 - 07/14/89	11.750%	1,545	193
	TD-t	250,000	06/28/89 - 07/17/89	11.750%	1,529	161
	TD-t	250,000	06/28/89 - 07/24/89	11.750%	2,092	161
TOTAL REVENUE FUND INVENTORY		$8,100,000				

REVENUE FUND INTEREST EARNED THIS MONTH $73,969

REVENUE FUND INTEREST EARNED THIS YEAR $400,669

PORTFOLIO SUMMARY (Continued)

CAPITAL RESERVE FUND

		AMOUNT	TERM	RATE	EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-n-E	1,490,000	04/17/89 - 06/12/89	12.280%	28,072	6,016
	BNS-t-E	160,000	04/26/89 - 06/12/89	12.250%	2,524	644
	BNS-t-S	1,270,000	05/01/89 - 06/12/89	12.350%	18,048	5,157
	BC-n-S	380,000	05/08/89 - 06/15/89	12.200%	4,827	1,905
	BC-n-S	306,000	05/09/89 - 06/15/89	12.300%	3,815	1,547
	BC-n-E	1,207,000	05/10/89 - 06/15/89	12.350%	14,702	6,126
	BNS-n-S	200,000	05/12/89 - 06/19/89	11.800%	2,457	1,228
TOTAL CAPITAL FUND MATURITIES		$5,013,000				
INVENTORY	BC-n-S	808,000	05/11/89 - 07/06/89	12.250%	15,186	8,135
	BNS-t-S	862,000	05/15/89 - 07/06/89	12.200%	14,982	8,644
	BNS-t-E	925,000	05/15/89 - 07/10/89	12.200%	17,314	9,275
	BC-n-S	356,000	05/23/89 - 07/10/89	12.230%	5,726	3,579
	BC-n-E	960,000	06/12/89 - 07/17/89	12.420%	11,433	5,880
	BC-n-S	1,288,000	06/12/89 - 07/17/89	12.420%	15,340	7,889
	BNS-t-E	660,000	06/15/89 - 08/15/89	12.350%	13,622	3,350
	BNS-t-S	695,000	06/15/89 - 08/15/89	12.350%	14,345	3,527
	BNS-n-S	202,000	06/19/89 - 08/15/89	11.900%	3,754	724
TOTAL CAPITAL FUND INVENTORY		$6,756,000	CAPITAL FUND INTEREST EARNED THIS MONTH			$73,626
			CAPITAL FUND INTEREST EARNED THIS YEAR			$433,028

PORTFOLIO SUMMARY (Continued)

RETIREMENT GRATUITY RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BNS-t	303,000	04/14/89 - 06/01/89	11.500%	4,582	95
	BC-m	1,036,000	04/20/89 - 06/12/89	12.320%	18,533	4,196
	BC-m	353,000	04/24/89 - 06/12/89	12.250%	5,805	1,422
	BNS-t	662,000	04/25/89 - 06/12/89	12.300%	10,708	2,677
	BC-m	780,000	04/27/89 - 06/12/89	12.250%	12,042	3,141
	BC-m	717,000	05/10/89 - 06/26/89	12.350%	11,402	6,308
TOTAL RESERVE FUND MATURITIES		$3,851,000				
INVENTORY	BC-m	2,000,000	05/10/89 - 07/04/89	12.360%	37,249	20,318
	BC-m	1,000,000	06/12/89 - 07/04/89	12.400%	7,474	6,115
	BNS-m	358,000	05/24/89 - 07/10/89	11.900%	5,486	3,502
	BC-m	820,000	05/25/89 - 07/10/89	12.480%	12,897	8,411
	BC-m	308,000	06/01/89 - 07/10/89	12.310%	4,051	3,012
	BC-m	1,876,000	06/12/89 - 08/15/89	12.310%	40,493	11,389
	BC-t	730,000	06/26/89 - 09/18/89	12.000%	20,160	960
TOTAL RESERVE FUND INVENTORY		$7,092,000	RESERVE FUND INTEREST EARNED THIS MONTH			$71,546
			RESERVE FUND INTEREST EARNED THIS YEAR			$396,337
TOTAL PORTFOLIO		$21,948,000	TOTAL PORTOLIO INTEREST EARNED THIS MONTH			$219,141
			TOTAL PORTFOLIO INTEREST EARNED THIS YEAR			$1,230,034
			TOTAL PORTFOLIO INTEREST TO DATE - 1988			$682,068
			TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1988			$547,966

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

1989 07 11.

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Cash Flow report as at 1989 06 30. This report is based upon the approved budget of $221,206,171.

REVENUE FUND

Cash receipts are forecasted as follows by source:

Levy receipts from the City of Hamilton are according to the City's letter of 1989 05 19.

Grant receipts from the Province of Ontario are being received according to the Ministry memorandum B3, 1989 02 14.

Cash receipts of miscellaneous revenues are estimated in accordance with last year's experience.

Expenditures have been planned in accordance with expectations based upon the approved 1989 Budget.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1989 are investment interest earnings, Site Sales, and a transfer from the Revenue Fund.

The major Capital fund expenditures for 1989 are Lincoln Alexander, G. R. Allan addition, Renovation Program and Norwood renovation.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

R E V E N U E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & (BORROWED)	
ACTUAL							
Balance Forward 1989 01 01				$16,102	16,475	(373)	-
January	14,296	18,424	(4,128)	11,974	12,100	(126)	-
February	14,531	19,262	(4,731)	7,243	7,350	(107)	-
March	14,120	19,540	(5,420)	1,823	2,050	(227)	-
April	24,928	19,683	5,245	7,068	7,150	(82)	-
May	24,010	20,975	3,035	10,103	10,875	(772)	-
June	18,859	21,249	(2,390)	7,713	8,100	(387)	
FORECAST							
July	18,594	13,899	4,695	12,408	12,408		
August	13,606	7,611	5,995	18,403	18,403		
September	17,277	18,101	(824)	17,579	17,579		
October	17,219	23,535	(6,316)	11,263	11,263		
November	17,445	22,923	(5,478)	5,785	5,785		
December	28,393	23,990	4,403	10,188	10,188		
TOTAL	223,278	229,192					

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1989 PROJECTED CASH FLOW

REVENUES (000'S)

MONTH	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS	TOTAL
ACTUAL				
January	$ 9,827	3,675	794	14,296
February	9,840	3,764	927	14,531
March	9,443	3,645	1,032	14,120
April	9,823	8,528	6,577	24,928
May	10,915	12,020	1,075	24,010
June	10,996	5,710	2,153	18,859
FORECAST				
July	10,995	6,599	1,000	18,594
August	10,995	1,283	1,328	13,606
September	10,995	4,874	1,408	17,277
October	10,995	4,874	1,350	17,219
November	10,995	4,874	1,576	17,445
December	17,145*	5,373	5,875	28,393
TOTAL	132,964	65,219	25,095	223,278

*Includes payments in lieu, telephone and telegraph, and supplementary taxes.

THE HASTINGS COUNTY
BOARD OF EDUCATION

EVAN W. BOGART Chairman
BURLE D. SUMMERS Director of Education

1989 May 18

MAY 2 4 1989

DIRECTORS OF EDUCATION

OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

On May 8, 1989, the Trustees of The Hastings County Board of Education passed the attached resolution with respect to the occupant load of student assembly areas as set out in the Ontario Building Code and the Ontario Fire Code.

Your Board's support of this resolution to the Minister of Education would be appreciated.

Yours truly,

E.W. Bogart

Evan Bogart, Chairman
The Hastings County Board of Education

gs/L02
Att.

c.c. - Minister of Education
O.A.S.B.O.
O.P.S.O.A.
O.P.S.T.F.
O.S.S.T.F.
F.W.T.A.O.
O.P.S.B.A.

1989 May 08

To the Chairman and Members
of the Board of Education

RE: OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

The Properties Committee and the Board Safety Committee have reviewed the occupant load dilemma that is a requirement for a public assembly area.

Occupant load is defined as the number of persons for which a building or part thereof is designed. The principal application of occupant load is to determine the number and width of exits and the width of access to exits. Occupant load is also used to determine the need for fire alarms and emergency lighting.

The Ontario Building Code and the Ontario Fire Code are the two regulations dealing with occupant loading as it relates to life safety from fire in school buildings.

The Ontario Building Code (Article 3.1.14.1) identifies two methods to determine occupant load -- egress calculation and area calculation. The Ontario Fire Code (Article 2.7.1.6.) regulates the operation of existing buildings with respect to building and occupant fire safety and deals with non-fixed row seating in assembly occupancies.

School Boards participated in a review and development of present requirements in 1976 (Model By-Law to provide for the Licensing and Regulation of Public Halls) whereby 200 unfixed chairs could be exceeded by increasing the aisle widths (by 50%) and occupant load ratios to allow for a large assembly function, but still restricted by the area calculation (12 sq. ft/person) or the egress calculation.

This does not allow sufficient flexibility for schools, in general, to assemble their entire student body with the non-fixed seating rule. Only 8 of our 42 elementary schools can have a school assembly using unfixed chairs. Only 2 of our 8 secondary schools can accommodate a school assembly in their auditorium.

The cost to purchase fixed chairs for The Hastings County Board of Education is $300,000. The estimate for the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars.

The Properties Committee is supportive of resolving this issue at minimum cost and yet still be able to function as a school and have school assemblies without sitting on the floor.

Page 2

The Fire Marshal's office is proposing a clarification for the next Code revision to specifically identify discretionary authority for school activities. Public use of the school including school related activities accommodating other than students would not be granted this flexibility.

RECOMMENDATIONS:

Whereas the legislation in the Fire Code is not sufficiently flexible for school assembly usage, it is recommended that:

1.0 the Board endorse the resolution that:

a) for existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed-chair calculation;

b) for new facilities, The Ministry of Education in all future gymnasium projects, allow sufficient furniture and equipment grant to purchase fixed chairs;

c) the Ministry of Education provide financial resources for School Boards to purchase fixed chairs to comply with the Ontario Fire Code and the mandatory Fire Safety Plans.

2.0 the Board circulate this recommendation to the Ministry of Education, to other School Boards and Associations and to O.P.S.B.A. for support of this resolution.

Respectfully submitted,

E. LANG, Chairman
Board Safety Committee

E. PARSONS, Chairman
Properties Committee

D. G. BARNES
Controller of Plant

B. D. SUMMERS
Director of Education

gs/B03

Page 3

RESOLUTION

WHEREAS, in general across the province, a majority of educational facilities cannot comply with the fire code in terms of the occupant load and function as a school and

WHEREAS, the cost to each school board will be substantial in purchasing fixed chairs, and

WHEREAS, the Ministry of Education directed each school board to develop Fire Safety Plans, and

WHEREAS, provisions for exceeding 200 non-fixed chairs is limited, time consuming and still does not allow schools to assemble its entire student body, and

WHEREAS, the cost to the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars,

BE IT RESOLVED THAT:

1.0 For existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed chair calculation.

2.0 For new facilities, The Ministry of Education in all future gymnasium projects allow sufficient Furniture & Equipment grant to purchase fixed chairs.

3.0 The Ministry of Education provide financial resources for school boards to purchase fixed chairs to comply with the Ontario Fire Code and the Mandatory Fire Safety Plans.

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1989 07 11

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

The 1990 Proforma Budget is a projection of expenditures based on a combination of historical trends and inflation. It is not based on precise data that is normally included in the budget nor does it reflect specific issues to be addressed in 1990.

The most recent Consumer Price Index information indicates the following changes from May 1988 to May 1989:

Canada	5.0%
Ontario	5.7%
Toronto	6.3%

Other information considered in the preparation of this model includes:

- a provision for pay equity
- the change from OHIP premiums to an employer health levy (payroll tax) announced in the Provincial Budget has been incorporated
- an increase for unemployment insurance premiums
- a projection for building repairs and improvements that are greater than the estimated rate of inflation
- no reduction in debt charges from the 1989 Budget due to costs of debenturing the new Laurier Elementary School and Albion renovations.

Revenues have been projected assuming that the proportion of funding by revenue source will remain the same as in 1989. In this model, provincial grants translate into a 10% increase. This assumption may not be valid. In addition, the effect in 1990 of pooling of commercial and industrial assessment as announced in the Provincial Budget is not yet known. These factors could significantly change the projected increase to local taxpayers.

The internal preparation of the 1990 Budget should be complete by February. Presentations to the Budget Review Committee may commence at that time.

It is difficult to assess the margin of error that may be associated with the Proforma Budget because of the number of unknowns at this time.

Recommendations:

(i) That the 1990 Proforma Budget be received for information.

(ii) That the Proforma Budget be presented once a year in July.

Prepared by: Jean Friesen, Budget Analyst
Greg Rutledge, Controller

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

ga
attached.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF 1990 PROFORMA BUDGET

	1989 $'000	%	1990 $'000	%	INCREASE $'000	%
XPENDITURES						
Salaries & Wages, Employee Benefits	175,369	79.3	193,385	79.6	18,016	10.3
Travel, Personnel Training & Bursaries	1,178	0.5	1,248	0.5	70	6.0
Books, Energy, Repairs & Supplies	23,869	10.8	25,811	10.6	1,942	8.1
Replacement & New Equipment	3,783	1.7	4,009	1.7	226	6.0
Debt Charges	1,163	0.5	1,163	0.5	0	0.0
Capital from Current & Perm. Improvements	2,326	1.1	2,558	1.1	232	10.0
Rentals, Fees & Contractual Services	7,334	3.3	7,774	3.2	440	6.0
Transfers to Other Boards, Other	6,185	2.8	6,812	2.8	627	10.1
Total Expenditure Budget	221,206	100.0	242,760	100.0	21,554	9.7
REVENUES						
Levy for Mill Rate	128,453	58.0	140,801	58.0	12,348	9.6
Suppl. Taxes, T.& T., P.I.L., Surplus & Trfs	11,434	5.2	12,624	5.2	1,190	10.4
Provincial Grants	64,140	29.0	70,400	29.0	6,260	9.8
Other Revenue	17,179	7.8	18,935	7.8	1,756	10.2
Total Revenue Budget	221,206	100.0	242,760	100.0	21,554	9.7
Levy						
Board of Education Levy (as above)	128,453		140,801		12,348	9.6
Additional Levy by City re prior year short-fall of tax collection	81		100		19	23.7
Total Levy	128,534		140,901		12,367	9.6
Residential Mill Rates						
Education	148.9362		163.2659		14.3297	9.6
City	95.5672					
Region	79.5720					
	324.0754					
Taxes on Average $5,000 Assessment						
Education	$744.68		$816.33		$71.65	9.6
City	477.84					
Region	397.86					
	$1,620.38					

100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Driver Education Program
In-Class Instruction

BACKGROUND

- In February, 1960, the Hamilton Board of Education adopted the following recommendation:

  "The Board of Education is opposed to having Driver Education imposed as part of the curriculum."

- In September, 1967, the Hamilton Board of Education adopted the following recommendation:

  "It is possible for the Board of Education to co-operate with the Hamilton Automobile Club without reversing policy and with a minimum of involvement."

- In 1977, the Board asked for quotations for Driver Education Courses and in June, 1978, the Business Management Committee accepted the quote of Atlas Driving School.

- In 1984, the Board accepted the tender of Vera's Driving School to conduct the entire program for all composite secondary schools and the in-car instruction only for vocational secondary schools. This has continued up to and including the 1988-89 term.

- In 1986 the Ministry of Education and the Ministry of Transportation and Communication supported road-user safety education in schools (Policy Memorandum #23 - see attached).

CURRENT SITUATION

For the past five years Vera's Driving School has had the contract to provide Driver Education "in-car" and "in-class" instruction to composite secondary school students. Over the years there has been growing concern in regard to availability of qualified teachers to provide the in-class portion of the program. Since Ministry of Education regulations stipulate that a certified teacher is required for in-class instruction, the increased costs to Driving School Programs, will have to be passed on to the students unless the Board of Education were to assume responsibility for the in-class portion of the program.

FINANCIAL IMPLICATIONS

Class Size	20 students
Course Time	25 hours
Salaries	$842.00
Supplies	$150.00
Total Cost	$992.00

Direct costs for the in-class portion would be recovered through provincial grants. The Department of Transportation and Communication supplies the textbooks, teacher manuals, and student workbooks. Several sources provide other materials such as videos, posters, etc. The Ministry of Education provides courses of study, policy guidelines, and grants for Driver Education and works in conjunction with the Department of Transportation and Communication to provide the authorized Driver Education Certificates.

RATIONALE FOR BOARD TO ASSUME OPERATION OF IN-CLASS PORTION OF THE DRIVER EDUCATION PROGRAM

The increased costs to Driving Schools are causing a financial burden on Driving School operations and these costs will have to be passed on to students. The major cause appears to be the increased rates of pay that have to be paid to certified teachers in accordance with contract fulfillment.

Increased costs to students for Driver Education may prevent many students from participation in the school-related program. This will certainly have an adverse effect upon availability of Driver Education Programs should the student demand for such instruction decrease due to inability of students to pay increased fees. The impact of such a situation could well surface in terms of safety, increased rates, etc. It would appear that our Administration and the Ministry of Education and Ministry of Transportation and Communication would support and encourage student participation in qualified Driver Education Programs.

- Since the in-class portion, if assumed by the Board, would not result in additional costs, and

- Since the Ministry of Education Policy Memo #23 states, "Boards should make every attempt to make Driver Education courses available to all students who wish to take them", and

- Since it would appear that the Ministry of Transportation and Communication and the Ministry of Education jointly recommend such a course being offered through our Continuing Education Department, it would, therefore, certainly be beneficial to both the community and students to have the in-class portion of Driver Education assumed by the Board. The in-car portion would remain with a licensed driver training school.

- Therefore, it is recommended that:

> - **The Board of Education for the City of Hamilton assume responsibility for the in-class portion of Driver Education, effective September 1, 1989.**
>
> - **The supervision of the in-class portion of Driver Education be assigned to the Continuing Education Department.**
>
> - **The in-car portion of Driver Education be tendered prior to September 1, 1989.**

Prepared by: C. H. Howell
Continuing Education Department
D. H. Kelterborn
Manager, Property and Insurance

Submitted by: P. S. Beveridge
Superintendent of Curriculum and
Special & Educational Services

P. S. Shewfelt
Superintendent of Finance and Treasurer

Approved by: K. A. Rielly
Director and Secretary of the Board

:ha

Ministry of Education
Ontario

Issued under the authority of the Deputy Minister of Education

Date of Issue: May 26,1986

Effective: Until revoked or modified

Subject: Driver Education

Application: Directors of Education
Principals of Secondary Schools

References: This memorandum replaces Policy/Program Memorandum No. 23, 1982.

General Information

The Ministry of Education and the Ministry of Transportation and Communications support road-user safety education in the schools. They share responsibility for determining the content and organization of courses in driver education as well as for establishing the qualifications of the instructors who teach them. Both ministries support the ongoing assessment and improvement of these courses in secondary schools.

Driver education may be offered as a non-credit course to students enrolled in a continuing education program, or as a credit course to regular day-school students who are taking more than half of their courses at the basic and/or modified levels, providing driving forms an integral part of the occupation under study. In addition, boards should make every attempt to make driver education courses available to all students who wish to take them.

Regardless of the organizational structure used, school boards are ultimately responsible for the organization and supervision of courses in driver education. Boards that offer more than one course are encouraged to appoint a co-ordinator to work with principals for the effective planning, supervision, co-ordination, and evaluation of courses. Principals are ultimately responsible for the administration of courses; classroom teachers are responsible for their quality and for the co-ordination of the in-class and in-car phases of the courses.

Requirements for Driver Education Courses

1. Time Requirements

Students must complete:

(a) 25 hours of classroom instruction, as outlined in Road Worthy - Classroom Teacher's Manual (an additional 5 are recommended);

(b) 8 hours of behind-the-wheel instruction. At least 2 additional hours of instruction are required for cars with manual transmission. Effective September 1, 1987, the behind-the-wheel segment will be increased to 10 hours, with a minimum of 2 additional hours for cars with manual transmission;

(c) 16 hours of observation in a vehicle in which another student is receiving behind-the-wheel instruction. Effective September 1, 1987, this segment of the course will be increased to 20 hours.

2. Curriculum

The curriculum followed must conform to Road Worthy - Classroom Teacher's Manual and Road Worthy - In-Car Instructor's Manual, which are provided by the Ministry of Transportation and Communications.

3. Teacher's Qualifications

For the classroom phase, the teacher must hold:

(a) an Ontario Teacher's Certificate or a Letter of Standing from the Ministry of Education, or qualifications equivalent thereto; and

(b) a Driver Education Instructor's Certificate from the Ministry of Education or from a faculty of education of an Ontario university.

4. Instructor's Qualifications

For the in-car phase, the instructor must hold:

(a) a Driving Instructor's Licence from the Ministry of Transportation and Communications and evidence of having complied with the local municipal licensing requirements; and

(b) (i) a Driver Education Instructor's Certificate from the Ministry of Education or from a faculty of education of an Ontario university, or

(ii) a certificate showing successful completion of a course for driving instructors approved by the Ministry of Transportation and Communications.

5. Other Requirements

(a) Before taking in-car instruction, a student must be in possession of a Class "L" Driver's Licence (learner's permit).

(b) Motor vehicles used for the in-car phase must be equipped with a dual-brake control mechanism.

(c) The board must ensure that each vehicle used for in-car instruction is covered by an automobile insurance policy as required by the Motor Vehicle Accident Claims Act.

Forms of Support

1. Provided that all of the above requirements are met, the classroom segments of driver education courses may be included in the board's continuing education program for the purpose of claiming grants from the Ministry of Education.

2. Officials of the Ministry of Education and the Ministry of Transportation and Communications are authorized to assist in the organization and supervision of driver education courses.

3. Until further notice, the following materials and equipment will be supplied free of charge by the Ministry of Transportation and Communications, on request, to school boards conducting courses meeting the requirements outlined in this memorandum:

   (a) classroom sets of approved textbooks and curriculum guidelines, as well as other instructional aids listed in the "Order Form for Driver Education Materials" and in the "Order Form for General Safety Materials";

   (b) one dual-brake control for each vehicle obtained from a vehicle manufacturer.

4. The Ministry of Education provides a resource guide, Driver Education in Ontario Schools, which contains a rationale for driver education and extensive lists of films and other teaching aids.

5. The Ministry of Transportation and Communications provides a certificate for each student who successfully completes a course in driver education. The principal or a supervisory officer must certify that the course has been completed according to the standards set and must request the required number of certificates by listing the names of the successful students and their addresses.

6. Through their dealers in Ontario, automobile manufacturers make vehicles available to boards offering courses in driver education. These cars are available either free of charge or for a nominal fee.

Copies of this memorandum and other information regarding driver education may be obtained by writing to the Ministry of Transportation and Communications at the address given below or to a regional office of the Ministry of Education.

The Operational Policy Office
Ministry of Transportation and
Communications
1201 Wilson Avenue
East Building
Downsview, Ontario
M3M 1J7

Duncan Green
Acting Deputy Minister
Ministry of Education

David Hobbs
Deputy Minister
Ministry of Transportation
and Communications

Education Centre
100 Main Street West
Hamilton, Ontario
1989 07 11

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Report on Adult Co-operative Education Program
Sir Winston Churchill Secondary School

Background/Program Update

In November of 1985, the board agreed to pilot a Co-op program for young returning adults at Sir Winston Churchill. This program was funded by a 4-year federal grant from Employment and Immigration. Mr. Ron Lewis, a member of the technical department at Glendale Secondary School at that time, was appointed the Co-op Monitor to manage this program from November 18, 1985 until June 30, 1989. Mr. Lewis has done an excellent job in building the program and working effectively with the adults, the school guidance department at Churchill, the community and employers (see Appendix A).

At the outset, the program for returning adults consisted of one course in life skills and career planning, one course taken from the regular Churchill program (often English or business courses) and two afternoon co-op credits (see Appendix B). As of June 1989, the program has been so successful that the students choosing adult co-op at Churchill want two regular credits as well as their co-op lines — **thus there is no longer a need for the life skills course to be taught as a separate subject.** In September of 1989, all students will be registered as full or part time students of Sir Winston Churchill Secondary School. Mr. Lewis will be continuing to work with adult co-op at Churchill in the 1989-90 school year; he will have two lines of technical classes and four lines of co-op monitoring in his timetable.

Summary

Over the 4 year period since the program began, 580 credits have been granted to 169 students who have completed the program. This program has served as a model for other adult co-op programs in our secondary schools. Mr. Lewis is to be commended for his promotion of the program both at Churchill and in the community.

RECOMMENDATION:

That this report be received for information.

Prepared by: Ron Lewis, Co-op Monitor, Sir Winston Churchill Secondary School
Ted Knott, Co-op Coordinator
Gail Rappolt, Assistant Superintendent of Curriculum

Submitted by: Gail Rappolt, Assistant Superintendent of Curriculum

Approved by: Keith A. Rielly, Director of Education

Sir Winston Churchill Adult Program - September 1988 to January 1989

Below is the data for Sir Winston Churchill's first semester adult program. Drop-out rates are high since there are many factors that pull adult students away from school. The adults often require extra counselling and support — this has definitely been provided by the administration and guidance department at Churchill as well as by Mr. Lewis himself.

ADULT CO-OP SEMESTER SUMMARY SHEET

No. of Students Registered — Beginning	48 (34 Co-op)	End	29 (18 Co-op)
Drop-Out Rate (%)	43.7% (47.1 Co-op)		
No. of Males	2 (2)		
No. of Females	46 (27)		
Age Range	19-56 yrs.		
Average Age	32 yrs.		
No. of Grads	14	Percentage of Enrolment	48.3% (end)
*No. of Failures	2	Percentage of Failures	6.9%
No. of Honours	11	Percentage of Honours	37.9%
Ranking — No. of Top 10 in School	N/A		
No. of Students Furthering Education	14 — 48.2%		
Secondary	12		
College	2		
University	NIL		
*No. of Students Employed	6	Percentage Employed	20.6%
No. Seeking Employment	6	Percentage Seeking Employment	20.6%

Comments:

* Does not include drop-outs.
* 6 adults in the past year have been hired by Canadian General Life Insurance (secretarial) — 2 this Semester
  1 student hired as Adminstrative Secretary for National Co-op Office
  1 student hired on contract at the Attorney General's Office
  1 student hired on contract at Canadian Centre for Occupational Health and Safety
  1 student hired on C.E.I.C. — Strathbarton Mall

R. Lewis, Co-op Co-ordinator

Summary of Sir Winston Churchill's Adult Co-op Program Enrolment

Enrolment	Spring '86	Fall '86	Spring '87	Fall '87	Spring '88	Fall '88	Spring '89
	21	23	20	39	29	34	23

Summary of Sir Winston Churchill's Total Adult Program (1986 - Present)

Total Enrolment	Avg. Per Semester	Completed Program	Co-op	Drop-Out Rate	Graduates	To Employment	To Further Education
232	33	169	121 or 71.6% of Completed	27.2%	33.7%	20.6%	18.5%

Timetable - Ron Lewis, Adult Co-op

Mr. Lewis' timetable from November 1985 until June 1989 is shown below. There were some variations where numbers warranted additional lines.

A.

November 18, 1985 — January 31, 1986

- Mr. Lewis was placed at the Education Centre to initiate, design, develop and implement the program for Semester 2 start up February 3, 1986 at Sir Winston Churchill.

B.

February 3, 1986 — June 30, 1989

Period 1	Period 2		Period 3	Period 4
Life Skills & Career Planning	Preparatory	Lunch	Out of School Monitoring	Out of School Monitoring

3 Credit Co-op Package

There have been three exceptions to the above timetable:

(a) Semester 1 of the 1986-87 school year, senior English was added to complete a 4-credit package.
(b) Semester 1 of the 1987-88 school year, Mr. Lewis had a full co-op timetable — 3 lines. There was a morning and afternoon class with a.m. and p.m. co-op placements to monitor. Life Skills was taught in the morning and afternoon by two different teachers.
(c) Semester 1, 1987 to the present, business and English have continued and Mr. Lewis' timetable has been one line of Life Skills and two lines of Co-op monitoring each semester.

1989 07 11

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Tenders - Sir Wilfrid Laurier School

Tenders were recently advertised for the construction of Sir Wilfrid Laurier School. As a result, plans and specifications were picked up by Contractors and subsequently, the following tenders were received and opened on June 20, 1989. The prices were as noted below:

Martin-Stewart Contracting Ltd.	$ 6,596,900.00
Bondfield Construction Co. (1983) Ltd.	6,689,000.00
Robertson-Yates Corporation Ltd.	6,712,000.00
The Frid Construction Co. Ltd..	6,745,000.00
Newman Bros. Ltd.	6,874,978.00
Pigott Construction Ltd.	7,140,000.00
Harm Schilthuis & Sons Ltd.	7,157,873.00

The low bidder Martin-Stewart Contracting Ltd., is known to us and has carried out similar work successfully in the past.

Recommendation

The Superintendent of Plant recommends that a contract be awarded for the construction of Sir Wilfrid Laurier School to Martin-Stewart Contracting Ltd., in the amount of $6,596,900.00 and that a contingency fund be provided in the amount of $330,000.00.

Prepared and submitted: **R. T. Orlando, Superintendent of Plant**

Approved by: **K. A. Rielly, Director of Education & Secretary**

/jf

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Tenders - Norwood Park Elementary School Renovations

Tenders were recently advertised for renovations to Norwood Park Elementary School. As a result, plans and specifications were picked up by Contractors and subsequently, the following tenders were received and opened on July 5, 1989. The prices were as noted below:

G. S. Wark Limited	$ 308,800.00
Harm Schilthuis and Sons Limited	344,873.00
The Frid Construction Company, Limited	323,000.00
Cochren Bros. Limited	347,000.00

The low bidder G. S. Wark Limited is known to us and has carried out similar work successfully in the past.

Recommendation

The Superintendent of Plant recommends that a contract be awarded for the renovations of Norwood Park Elementary School to G. S. Wark Limited in the amount of $308,800.00 and that a contingency fund be provided in the amount of $30,000.00.

Prepared and submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Six Room Addition - R.A. Riddell

The Board approved in the 1989 budget the construction of a six room addition to R.A. Riddell School. The original school was constructed in 1972 and an addition was added in 1977. In 1988 a second larger gymnasium was completed. The current addition will contain six classrooms, a storeroom and two washrooms. The addition abuts two sides of the new gymnasium providing an efficient integration of new classes with the remainder of the school. It is proposed to upgrade the existing mechanical system of the original school together with provision of additional capacity for the new addition.

The proposed addition will be approximately 9000 square feet and will be laid out as shown on the attached sketch plans.

Recommendations:

(a) That the Superintendent of Plant be authorized to have the Architect proceed with working drawings and tendering for a six room addition to R. A. Riddell School at an estimated cost of $1,200,000, as per the attached sketch plans,

(b) That pursuant to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated cost of this project for a period not to exceed twenty (20) years,

(c) And further that the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated cost of this project for a period not to exceed twenty (20) years.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

P. E. Shewfelt, Superintendent of Finance & Treasurer

Approved by: K. A. Rielly, Director of Education & Secretary

1989 07 11.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Asbestos in Schools

As a result of further work place inspections being carried out in our buildings, additional specific locations where we have asbestos which requires repair and/or removal have been brought to our attention. Specific locations include major work required at Winston Churchill and minor repairs at Sir John A. Macdonald and Scott Park Secondary Schools and other locations where minor repair work may be required to cracked and deteriorated encapsulant and pipe insulation and wrapping.

In order to proceed with the work as soon as possible so that as much can be completed during the summer additional funds are required. At this time an assessment is underway to determine the extent of the work required at Winston Churchill and to prepare specifications and obtain competitive prices to have the work completed before school opening in September. In addition funds are required to allow for consulting fees and for minor repairs to be made as soon as possible to other problem areas which are identified.

Recommendation

That the Superintendent of Plant be authorized to spend up to $500,000.00 in addition to the $270,000.00 previously authorized for asbestos control work during the balance of 1989 and that he be authorized to tender and award contracts where required to complete as much work as possible before school opening in September.

Prepared & Submitted: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1989 07 11.

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Repayment Period of Debentures for Albion Renovations

On April 18, 1989, the following motions were approved regarding the issuance of debentures for renovations to Albion School:

> That pursuant to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of this project for a period not to exceed fifteen (15) years.
>
> That the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of this project, a period not to exceed fifteen (15) years.

To allow maximum flexibility in placing our debentures, and therefore obtain the best possible terms, the Region has requested a repayment period of up to twenty years.

It is therefore recommended:

> **That the repayment period of debentures issued for the net cost of renovations to Albion School be amended to a period not to exceed twenty (20) years.**

Prepared By: Edward R. Hodgins, Manager, Financial Services

Submitted By: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved By: Keith A. Rielly, Director of Education and Secretary

REPORT OF THE

TRANSPORTATION COMMITTEE

Present: Canon J. Rogers (Chairman);
Trustees Deans, Detwiler, Kennedy and Van Horne.

Also Present: Trustee Mulholland; Mrs. Judith Bishop (Chairman, Special Education Advisory Committee) and Mr. Paul Babcock (Hamilton Principals' Association).

Officials Present: J. Penner (Business Administrator/Treasurer),
P. Beveridge (Associate Superintendent of Curriculum and Special Services),
J. Forrester (Area Superintendent),
D. Kelterborn (Administrative Officer, Business Services),
S. Wilson (Supervisor of Transportation).

The Committee recommends:

GENERAL

1. That the Transportation Committee accept the following recommendations of the Special Education Advisory Committee's Sub-Committee on Transportation:

(a) That each school principal designate annually a transportation monitor(s), whose name will be sent to the Supervisor of Transportation.

(b) That in-service training be provided annually to all transportation monitors.

(c) That in-service training be provided annually by Board personnel to all carriers.

(d) That the regulation pertaining to drivers and carriers be amended as follows: Add to Regulation 2: "and that all wheelchair vehicles have closures." Add an additional clause: That carriers ensure that each of their drivers working for the Board of Education for the City of Hamilton has a copy of the above regulations.

(e) That procedures be developed so that the Student Transportation Sheet be kept up to date on an annual basis, and as new students are declared exceptional.

(f) That the Supervisor of Transportation prepare an annual report and that this be shared for information with the Special Education Advisory Committee.

Respectfully submitted,

Canon J. Rogers,
Chairman.

Committee Room,
1987 09 14.

REPORT OF THE

TRANSPORTATION COMMITTEE

Present: Trustee Van Horne (Chairman); Trustee Desmarais, Korz and Clarke

Also
Present: Trustee Bishop

Officials
Present: P. Shewfelt, Superintendent of Finance
R. Lavoie, Superintendent, French as a First Language
G. Rappolt, Ass't. Superintendent, Curriculum
G. Rutledge, Controller
S. Wilson, Transportation Officer

This Committee recommends:

GENERAL

ADDENDUM

The following motion was considered at the Transportation Committee meeting of 1989 06 26, and was **LOST.**

1. That G. P. Vanier students be provided transportation through bus passes as opposed to bus tickets.

Respectfully submitted,

R. Van Horne
Chairman

Committee Room
1989 06 26

REPORT OF THE

SPECIAL EDUCATION ADVISORY COMMITTEE

Present: Trustee J. Bishop (Chairman); Trustee Desmarais; Mesdames Dalziel, Dennis, Masters, Oommen, Schram and Trott; Dr. Newberry; Messrs. Foster, Harwood and Ormerod; Dr. Toby.

Officials Present: J. Yurkiw (Assistant Superintendent, Special Services)
R. Adams (Co-ordinator, Special Education)
F. Neumann (Administrative Assistant to the Superintendent of Curriculum, Special and Educational Services)

The Committee recommends:

1) That the SEAC committee endorses the Draft document, Towards Race Relations and Ethnocultural Equity - A Working Paper.

2) That the Annual Report, as amended, be accepted.

Respectfully submitted,

J. Bishop
Chairman

Meeting Room,
1989 06 21

REPORT OF THE

COMMUNICATIONS ADVISORY COMMITTEE

Present: R. Van Horne (Chairman); Trustees Bishop and Clarke

Officials
Present: K. A. Rielly, Director of Education and Secretary
R. Kawai, Superintendent, Information Management Services
N. Forster, Information Officer
D. McIsaac, Administrative Assistant to the Director

The Committee recommends:

GENERAL

1. That the following Committee Updates be accepted as read:

Staff Public Relations
School Level Public Relations
Media Sub-Committee
Evaluation Committee

Respectfully submitted,

R. Van Horne,
Chairman

Committee Room
1989 06 27

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 07 11.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendation for your approval:

ELEMENTARY/SECONDARY

(a) That the following trip request be approved:

(i) Sir Allan MacNab, Grade 10 student, Yearbook Editors' Conference, North Bay, 1989 08 06-11 (Sunday to Friday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

CA4 ON MBL W26
A35
1989

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1989 09 12

Confirmation of the minutes of the last regular meeting of 1989 07 11 and special meeting of 1989 07 13.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Report re Correspondence from the Hastings County Board of Education re: Occupant Load - Public Assembly Areas (from July OMC meeting) - **pages 1 - 5.**

2. Teaching of Critical Issues (from July OMC meeting) (requested by Trustee Bishop).

NEW BUSINESS:

1. Video re: Asbestos (C.U.P.E. Local 1344).

2. Report on Short Term Investments - **pages 5A-5D.**

3. Cash Flow- **pages 5E-5H.**

4. Driver Education Quotes 1989 - In Car - **page 6.**

5. Burglary, Theft and Vandalism Report - **pages 7 - 10.**

6. Report re: disposition of house on Education Centre parking lot.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - **pages 11 - 12A.**

URBAN MUNICIPAL
SEP 21 1989
GOVERNMENT DOCUMENTS

1989 09 07.

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Report from Hastings County
Board of Education - Occupant Load

At its July meeting the Operations Management Committee requested that the Superintendent of Plant look into the recommendations which were being made in the report, to determine whether the Hamilton Board of Education should endorse the recommendations. The Superintendent of Plant has discussed the matter with officials at the Hastings Board and determined that they are requesting the Ministry of Education to have the Office of the Fire Marshal consider making changes to the Fire and Building Codes which would allow more temporary seating in gymnasiums than is currently allowed by the codes. They are requesting that this be done for school assemblies only and are proposing that by increasing the allowable aisle space in the gym when the chairs are set up they could provide more seating than currently allowed. This would be achieved by having the requirement for 12 square feet per person reduced to 8 square feet per person, thereby increasing the number of people who could be accommodated. In addition, they are requesting that the Ministry provide funding for the type of seating that would be required (gang seating) at a premium of 20% to normal seats at new gymnasiums and further that the Ministry fund the provision of similar seating at existing schools (i.e.) provide for gang seating instead of portable seating at all existing schools.

With respect to these recommendations, it is the feeling of the Plant Department that changes of this nature should come from the Office of the Fire Marshal. The safety of the children should be of paramount importance and we would not recommend such a change without endorsement of the Ontario Fire Marshal. Given the fact that we understand that the Fire Marshal's office is proposing clarification in the next Code Reviews, we believe that the matter should not be pursued further at this time. We have discussed this with other neighbouring Boards and understand that they will be taking similar action.

Recommendation:

That the attached report from the Hastings County Board of Education be received for information.

Prepared & Submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary.

THE HASTINGS COUNTY
BOARD OF EDUCATION

EVAN W. BOGART Chairman
BURLE D. SUMMERS Director of Education

1989 May 18

MAY 2 4 1989

DIRECTORS OF EDUCATION

OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

On May 8, 1989, the Trustees of The Hastings County Board of Education passed the attached resolution with respect to the occupant load of student assembly areas as set out in the Ontario Building Code and the Ontario Fire Code.

Your Board's support of this resolution to the Minister of Education would be appreciated.

Yours truly,

E.W. Bogart

Evan Bogart, Chairman
The Hastings County Board of Education

gs/L02
Att.

c.c. - Minister of Education
O.A.S.B.O.
O.P.S.O.A.
O.P.S.T.F.
O.S.S.T.F.
F.W.T.A.O.
O.P.S.B.A.

EDUCATION CENTRE, 156 ANN STREET, BELLEVILLE, ONTARIO, K8N 1N9 TELEPHONE (613) 966-1170

THE BOARD OF EDUCATION

Office of the Director of Education

1989 May 08

To the Chairman and Members
of the Board of Education

RE: OCCUPANT LOAD - PUBLIC ASSEMBLY AREAS

The Properties Committee and the Board Safety Committee have reviewed the occupant load dilemma that is a requirement for a public assembly area.

Occupant load is defined as the number of persons for which a building or part thereof is designed. The principal application of occupant load is to determine the number and width of exits and the width of access to exits. Occupant load is also used to determine the need for fire alarms and emergency lighting.

The Ontario Building Code and the Ontario Fire Code are the two regulations dealing with occupant loading as it relates to life safety from fire in school buildings.

The Ontario Building Code (Article 3.1.14.1) identifies two methods to determine occupant load -- egress calculation and area calculation. The Ontario Fire Code (Article 2.7.1.6.) regulates the operation of existing buildings with respect to building and occupant fire safety and deals with non-fixed row seating in assembly occupancies.

School Boards participated in a review and development of present requirements in 1976 (Model By-Law to provide for the Licensing and Regulation of Public Halls) whereby 200 unfixed chairs could be exceeded by increasing the aisle widths (by 50%) and occupant load ratios to allow for a large assembly function, but still restricted by the area calculation (12 sq. ft/person) or the egress calculation.

This does not allow sufficient flexibility for schools, in general, to assemble their entire student body with the non-fixed seating rule. Only 8 of our 42 elementary schools can have a school assembly using unfixed chairs. Only 2 of our 8 secondary schools can accommodate a school assembly in their auditorium.

The cost to purchase fixed chairs for The Hastings County Board of Education is $300,000. The estimate for the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars.

The Properties Committee is supportive of resolving this issue at minimum cost and yet still be able to function as a school and have school assemblies without sitting on the floor.

Page 2

The Fire Marshal's office is proposing a clarification for the next Code revision to specifically identify discretionary authority for school activities. Public use of the school including school related activities accommodating other than students would not be granted this flexibility.

RECOMMENDATIONS:

Whereas the legislation in the Fire Code is not sufficiently flexible for school assembly usage, it is recommended that:

1.0 the Board endorse the resolution that:

a) for existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed-chair calculation;

b) for new facilities, The Ministry of Education in all future gymnasium projects, allow sufficient furniture and equipment grant to purchase fixed chairs;

c) the Ministry of Education provide financial resources for School Boards to purchase fixed chairs to comply with the Ontario Fire Code and the mandatory Fire Safety Plans.

2.0 the Board circulate this recommendation to the Ministry of Education, to other School Boards and Associations and to O.P.S.B.A. for support of this resolution.

Respectfully submitted,

E. LANG, Chairman
Board Safety Committee

E. PARSONS, Chairman
Properties Committee

D. G. BARNES
Controller of Plant

B. D. SUMMERS
Director of Education

gs/B03

Page 3

RESOLUTION

WHEREAS, in general across the province, a majority of educational facilities cannot comply with the fire code in terms of the occupant load and function as a school and

WHEREAS, the cost to each school board will be substantial in purchasing fixed chairs, and

WHEREAS, the Ministry of Education directed each school board to develop Fire Safety Plans, and

WHEREAS, provisions for exceeding 200 non-fixed chairs is limited, time consuming and still does not allow schools to assemble its entire student body, and

WHEREAS, the cost to the province to comply with the Ontario Fire Code and the Ontario Building Code in the provision of fixed chairs will exceed 25 million dollars,

BE IT RESOLVED THAT:

1.0 For existing facilities, The Ministry of Education develop sufficient flexibility with the Office of the Fire Marshal (Ministry of the Solicitor General) to allow schools to load unfixed chairs up to the fixed chair calculation.

2.0 For new facilities, The Ministry of Education in all future gymnasium projects allow sufficient Furniture & Equipment grant to purchase fixed chairs.

3.0 The Ministry of Education provide financial resources for school boards to purchase fixed chairs to comply with the Ontario Fire Code and the Mandatory Fire Safety Plans.

1989 09 12.

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Short Term Investments report for August, 1989.

REVENUE FUND

Interest earned to date in 1989 amounts to $591,041 vs $220,761 in 1988. Accrued interest earnings for the year are estimated at $950,000 vs $638,878 earned in 1988.

CAPITAL RESERVE FUND

Interest earned to date in 1989 amounts to $569,853 vs $396,993 in 1988. Accrued interest earnings for the year are estimated at $700,000 vs $656,053 earned in 1988.

RETIREMENT GRATUITY RESERVE FUND

Interest earned to date in 1989 amounts to $519,658 vs $394,314 in 1988. Accrued interest earnings for the year are estimated at $750,000 vs $623,388 earned in 1988.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE MONTH OF AUGUST 1989

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-m	330,000	07/07/89 - 08/01/89	12.050%	2,724	109
	BNS-t	150,000	07/10/89 - 08/03/89	11.750%	1,159	145
	TD-t	500,000	07/20/89 - 08/03/89	12.250%	2,349	503
	TD-t	100,000	07/20/89 - 08/08/89	12.250%	638	268
	TD-t	400,000	07/20/89 - 08/09/89	12.250%	2,685	1,208
	TD-t	1,010,000	07/20/89 - 08/10/89	12.250%	7,118	3,390
	TD-t	400,000	07/20/89 - 08/11/89	12.250%	2,953	1,477
	TD-t	150,000	08/04/89 - 08/11/89	12.250%	352	352
	TD-t	150,000	07/20/89 - 08/14/89	12.250%	1,259	705
	TD-t	140,000	07/20/89 - 08/17/89	12.250%	1,316	799
	TD-t	250,000	07/25/89 - 08/17/89	12.125%	1,910	1,412
	BNS-t	160,000	07/28/89 - 08/17/89	12.200%	1,070	909
	BNS-t	400,000	07/28/89 - 08/23/89	12.250%	3,490	3,088
	TD-t	200,000	08/11/89 - 08/23/89	12.000%	789	789
	TD-t	350,000	08/15/89 - 08/23/89	12.125%	930	930
	BNS-t	400,000	07/28/89 - 08/24/89	12.250%	3,625	3,222
	BNS-t	450,000	07/28/89 - 08/25/89	12.250%	4,229	3,776
	BNS-t	970,000	07/28/89 - 08/31/89	12.250%	11,069	10,092
	TD-t	200,000	08/25/89 - 08/31/89	11.750%	386	386
TOTAL REVENUE FUND MATURITIES		$6,710,000				
INVENTORY	BC-t	550,000	07/28/89 - 09/01/89	12.210%	6,440	5,704
	BNS-t	100,000	07/28/89 - 09/05/89	12.150%	1,298	1,032
	BNS-t	600,000	08/28/89 - 09/05/89	12.000%	1,578	592
	BNS-t	100,000	07/28/89 - 09/08/89	12.150%	1,398	1,032
	BC-t	1,125,000	07/28/89 - 09/11/89	12.250%	16,991	11,705
	BC-t	375,000	07/28/89 - 09/12/89	12.230%	5,780	3,895
	BC-t	700,000	07/28/89 - 09/14/89	12.230%	11,258	7,271
	BNS-t	100,000	07/28/89 - 09/18/89	12.150%	1,731	1,032
	BNS-t	150,000	07/28/89 - 09/20/89	12.150%	2,696	1,548
	BNS-t	100,000	07/28/89 - 09/22/89	12.150%	1,864	1,032
	BC-t	700,000	07/28/89 - 09/25/89	12.160%	13,759	7,229
	BC-m	450,000	08/28/89 - 09/25/89	12.150%	4,194	449
	BC-t	550,000	07/28/89 - 09/26/89	12.160%	10,994	5,680
	BC-t	1,410,000	07/28/89 - 09/29/89	12.160%	29,594	14,562
	BC-t	480,000	07/28/89 - 10/02/89	12.130%	10,528	4,945
	BNS-t	100,000	07/28/89 - 10/06/89	12.100%	2,321	1,028
	BC-t	1,080,000	07/28/89 - 10/10/89	12.110%	26,516	11,108
	TD-t	250,000	08/03/89 - 10/10/89	12.125%	5,647	2,325
	TD-t	150,000	08/04/89 - 10/10/89	12.000%	3,304	1,332
	TD-t	200,000	08/18/89 - 10/10/89	12.125%	3,521	864
	BNS-t	3,850,000	08/28/89 - 10/10/89	12.200%	55,335	3,861
	BNS-t	600,000	08/28/89 - 10/11/89	12.200%	8,824	602
	BNS-t	1,000,000	08/28/89 - 10/12/89	12.200%	15,041	1,003
	BNS-t	250,000	08/28/89 - 10/13/89	12.200%	3,844	251
	BNS-t	350,000	08/28/89 - 10/16/89	12.200%	5,732	351

PORTFOLIO SUMMARY (Continued)

REVENUE FUND

	BNS-t	100,000	08/28/89 -	10/20/89	12.200%	1,772	100
	BNS-t	600,000	08/28/89 -	10/23/89	12.200%	11,231	602
	BNS-t	500,000	08/28/89 -	10/24/89	12.200%	9,526	501
	BNS-t	500,000	08/28/89 -	10/25/89	12.200%	9,693	501
	BNS-t	800,000	08/28/89 -	10/26/89	12.200%	15,776	802
	BNS-t	100,000	08/28/89 -	10/30/89	12.200%	2,106	100
	BNS-t	250,000	08/28/89 -	10/31/89	12.200%	5,348	251
	TD-t	150,000	08/31/89 -	10/31/89	12.000%	3,008	0
TOTAL REVENUE FUND INVENTORY		$18,320,000	REVENUE FUND INTEREST EARNED THIS MONTH				$126,850
			REVENUE FUND INTEREST EARNED THIS YEAR				$591,041

CAPITAL RESERVE FUND

		AMOUNT	TERM		RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BNS-t-E	660,000	06/15/89 -	08/15/89	12.350%	13,622	3,350
	BNS-t-S	695,000	06/15/89 -	08/15/89	12.350%	14,345	3,527
	BNS-m-S	202,000	06/19/89 -	08/15/89	11.900%	3,754	988
	BC-m-E	930,000	07/10/89 -	08/15/89	12.190%	11,181	4,659
TOTAL CAPITAL FUND MATURITIES		$2,487,000					
INVENTORY	BC-m-S	1,700,000	07/06/89 -	09/18/89	12.080%	41,635	17,442
	BC-m-S	363,000	07/10/89 -	09/18/89	12.090%	8,417	3,727
	BC-m-E	768,000	07/17/89 -	09/18/89	12.250%	16,238	7,990
	BC-m-S	1,303,000	07/17/89 -	10/16/89	12.210%	39,665	13,512
	BC-t-E	1,322,000	08/15/89 -	10/16/89	12.150%	27,284	7,041
	BC-t-S	915,000	08/15/89 -	11/15/89	12.130%	27,975	4,865
TOTAL CAPITAL FUND INVENTORY		$6,371,000	CAPITAL FUND INTEREST EARNED THIS MONTH				$67,101
			CAPITAL FUND INTEREST EARNED THIS YEAR				$569,853

PORTFOLIO SUMMARY (Continued) Page 3

RETIREMENT GRATUITY RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-m	1,876,000	06/12/89 - 08/15/89	12.310%	40,493	9,491
TOTAL RESERVE FUND MATURITIES		$1,876,000				
INVENTORY	TD-t	300,000	08/15/89 - 09/05/89	12.100%	2,088	1,591
	BC-t	730,000	06/26/89 - 09/18/89	12.000%	20,160	7,440
	BNS-t	795,000	07/04/89 - 09/18/89	12.000%	19,864	8,102
	BNS-t	1,518,000	07/10/89 - 10/16/89	11.950%	48,705	15,407
	TD-t	1,374,000	07/20/89 - 10/16/89	12.150%	40,249	14,179
	BC-t	1,590,000	08/15/89 - 11/15/89	12.130%	48,613	8,454
TOTAL RESERVE FUND INVENTORY		$6,307,000	RESERVE FUND INTEREST EARNED THIS MONTH			$64,664
			RESERVE FUND INTEREST EARNED THIS YEAR			$519,658
TOTAL PORTFOLIO		$30,998,000	TOTAL PORTOLIO INTEREST EARNED THIS MONTH			$258,615
			TOTAL PORTFOLIO INTEREST EARNED THIS YEAR			$1,680,552
			TOTAL PORTFOLIO INTEREST TO DATE - 1988			$1,012,068
			TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1988			$668,484

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Cash Flow report as at 1989 08 31. This report is based upon the approved budget of $221,206,171.

REVENUE FUND

Cash receipts are forecasted as follows by source:

Levy receipts from the City of Hamilton are according to the City's letter of 1989 05 19.

Grant receipts from the Province of Ontario are being received according to the Ministry memorandum B3, 1989 02 14.

Cash receipts of miscellaneous revenues are estimated in accordance with last year's experience.

Expenditures have been planned in accordance with expectations based upon the approved 1989 Budget.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1989 are investment interest earnings, Site Sales, and a transfer from the Revenue Fund.

The major Capital fund expenditures for 1989 are Lincoln Alexander, G. R. Allan addition, Renovation Program and Norwood renovation.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

REVENUE FUND

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & (BORROWED)	
ACTUAL							
Balance Forward 1989 01 01				$16,102	16,475	(373)	-
January	14,296	18,424	(4,128)	11,974	12,100	(126)	-
February	14,531	19,262	(4,731)	7,243	7,350	(107)	-
March	14,120	19,540	(5,420)	1,823	2,050	(227)	-
April	24,928	19,683	5,245	7,068	7,150	(82)	-
May	24,010	20,975	3,035	10,103	10,875	(772)	-
June	18,859	21,249	(2,390)	7,713	8,100	(387)	-
July	18,528	12,809	5,719	13,432	13,430	2	-
August	13,100	8,539	4,561	17,993	18,320	(327)	-
FORECAST							
September	17,427	19,210	(1,783)	16,210	16,210		
October	17,369	22,358	(4,989)	11,221	11,221		
November	17,595	23,009	(5,414)	5,807	5,807		
December	28,515	24,134	4,381	10,188	10,188		
TOTAL	223,278	229,192					-

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1989 PROJECTED CASH FLOW

REVENUES (000'S)

MONTH	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS	TOTAL
ACTUAL				
January	$ 9,827	3,675	794	14,296
February	9,840	3,764	927	14,531
March	9,443	3,645	1,032	14,120
April	9,823	8,528	6,577	24,928
May	10,915	12,020	1,075	24,010
June	10,996	5,710	2,153	18,859
July	10,995	6,599	934	18,528
August	10,995	1,283	822	13,100
FORECAST				
September	10,995	4,874	1,558	17,427
October	10,995	4,874	1,500	17,369
November	10,995	4,874	1,726	17,595
December	17,145*	5,373	5,997	28,515
TOTAL	132,964	65,219	25,095	223,278

*Includes payments in lieu, telephone and telegraph, and supplementary taxes.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

C A P I T A L R E S E R V E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & LOANED
ACTUAL						
Balance Forward 1989 01 01				$7,643	7,636	7 -
January	73	184	(111)	7,532	7,525	7 -
February	129	227	(98)	7,434	7,398	36 -
March	753	343	410	7,844	7,189	655 -
April	490	98	392	8,236	8,231	5 -
May	98	366	(268)	7,968	7,964	4 -
June	74	1,279	(1,205)	6,763	6,756	7 -
July	80	216	(136)	6,627	6,621	6 -
August	47	293	(246)	6,381	6,371	10 -
FORECAST						
September	1,085	1,521	(436)	5,945	5,945	- -
October	25	1,349	(1,324)	4,621	4,621	- -
November	25	597	(572)	4,049	4,049	- -
December	198	200	(2)	4,047	4,047	- -
TOTAL	3,077	6,667				

Education Centre
100 Main Street West
Hamilton, Ontario
1989 09 12

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Driver Education Quotations - In Car Portion

In July, the Board approved that the in-class portion be offered by the Continuing Education Department and that quotations be obtained for the in-car portion for Driver Education. Quotations were advertised with a closing date of August 11, 1989.

Although three companies expressed an interest, only one company submitted a quotation. Vera's Driving School submitted an in-car cost of $210 per student. The cost of the in-car instruction is the responsibility of the student.

Vera's Driving School has operated the Driver Education Program (in-class and in-car) for the past six years.

Recommendation:

That Vera's Driving School be authorized to provide in-car instruction at a cost of $210.00 per student.

Prepared by: D. Kelterborn,
Manager of Property and Insurance

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer

Approved by: K.A. Rielly,
Director of Education and Secretary

Education Centre
100 Main Street West
Hamilton, Ontario
1989 09 12

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Burglary/Vandalism and Glass Report for 1988

The trend of Burglary and Vandalism has been on the decrease over the past 8 years. The total cost of Burglary and Vandalism for 1988 was $67,423 (1987: $67,671).

During the period 1981 to 1987, glass costs were in the range of $150,000 to $211,000. In 1988, glass costs were $260,500.

Annual costs for Burglary, Vandalism and Glass are low relative to the total value ($339,000,000) of Board property at 104 locations. To secure our assets from burglaries and vandalism, we have instituted many programs over the years. A few examples are as follows:

1. In 1989 the Board approved the purchase of electrical engravers for all schools to mark their equipment with the Board's identification number.

2. We have also received restitution from the courts. When we are informed by the police that persons have been charged with break, enter and theft at one of our schools we determine the cost of damage and/or equipment and through the crown attorney ask for restitution.

3. When principals inform us of damage done to their schools and the responsible parties, we invoice for the costs.

We will continue to monitor the effects of Burglary, Vandalism and Glass at our schools and introduce new programs where they would be cost effective.

Recommendation:

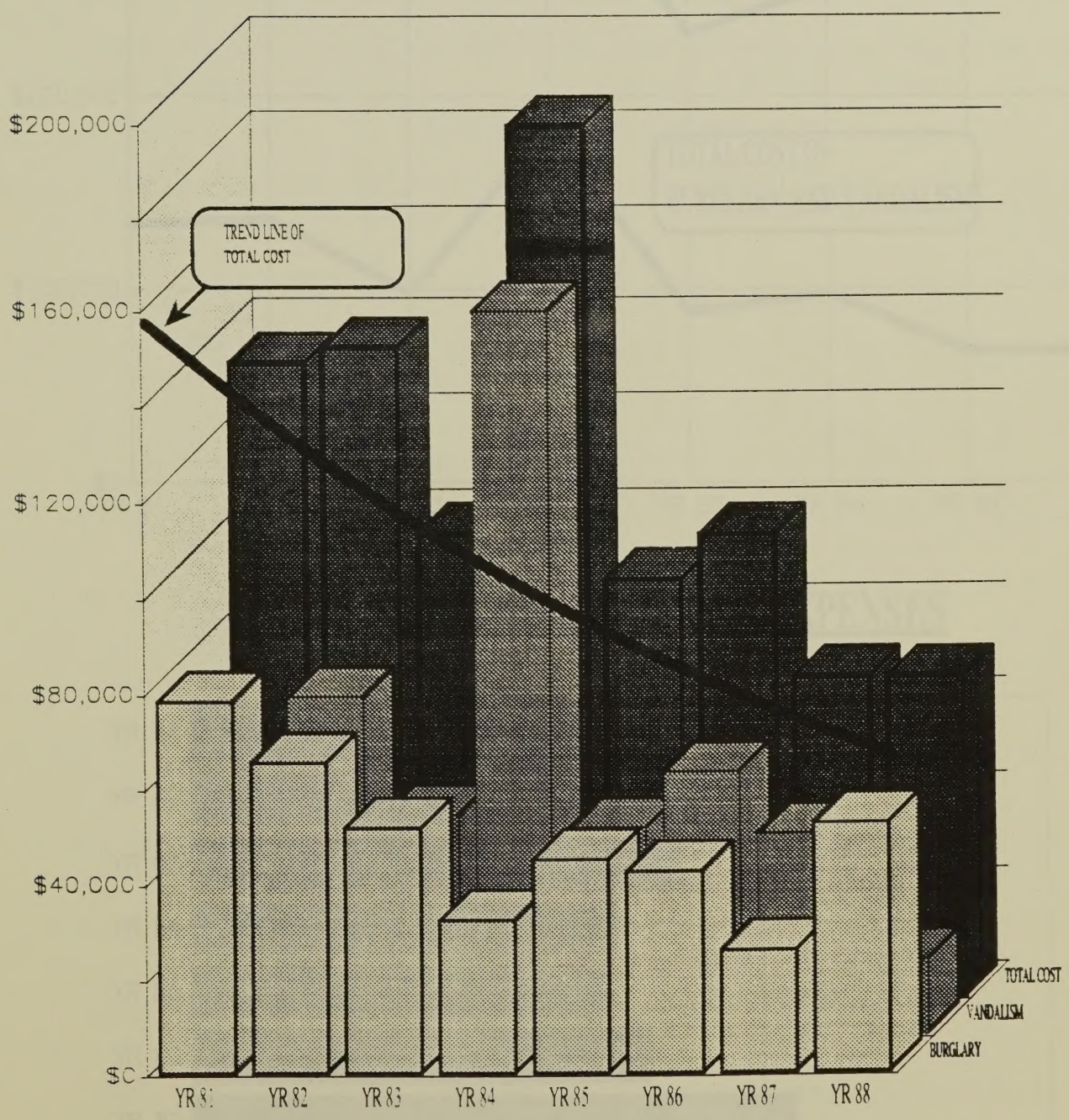
That the report be received for information only.

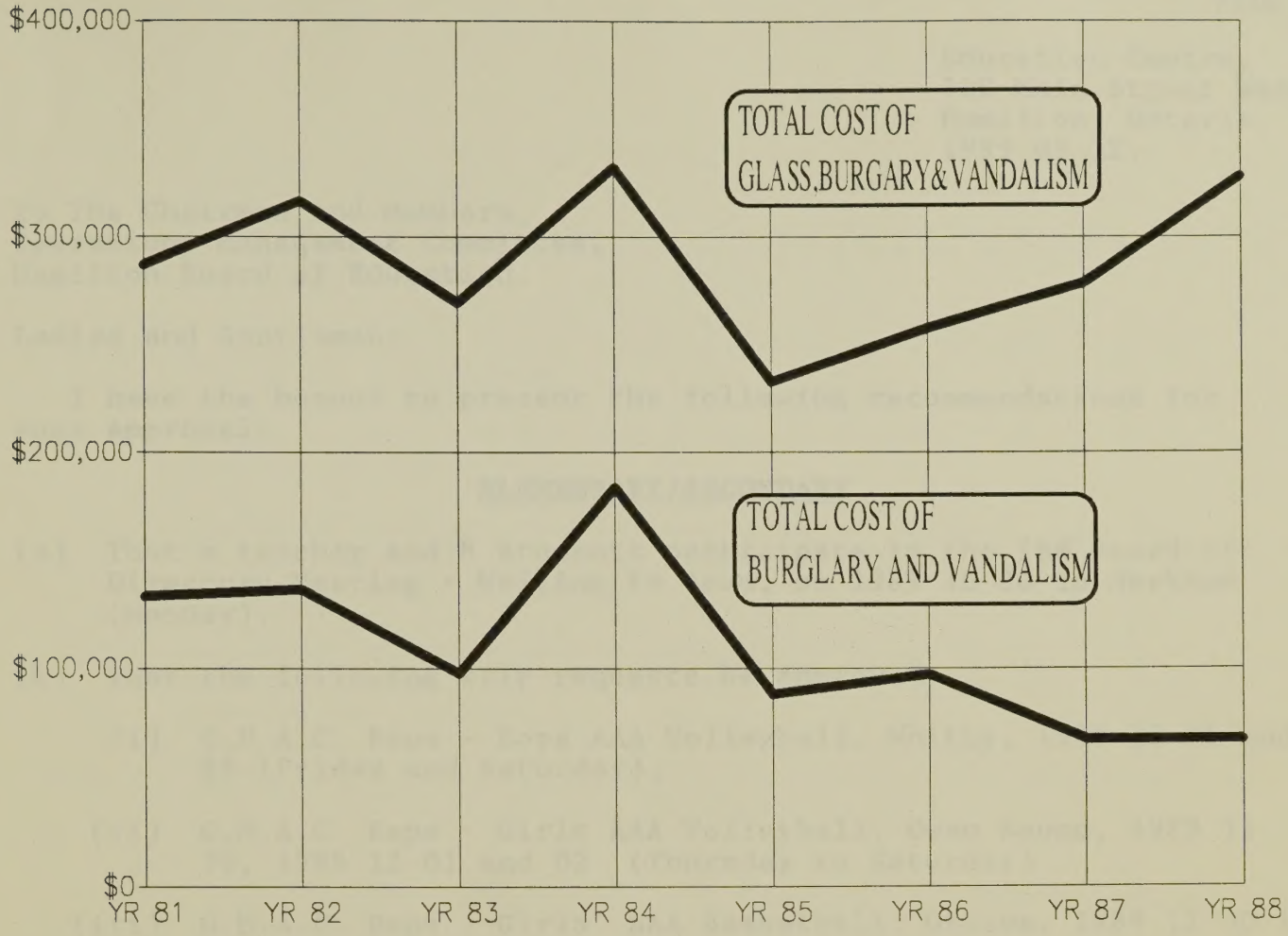
Prepared by: D. Kelterborn,
Manager of Property and Insurance.

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer

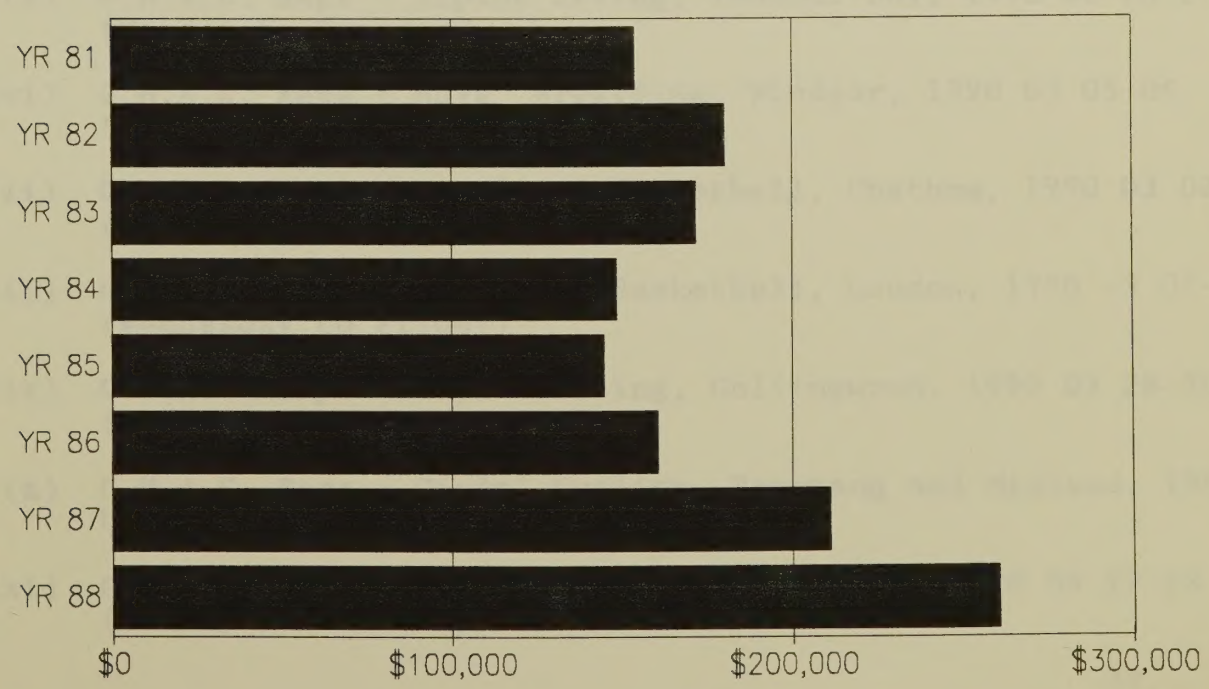
Approved by: K.A. Rielly,
Director of Education and Secretary

BURGLARY AND VANDALISM ANALYSIS





ANNUAL GLASS BREAKAGE EXPENSES



Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 09 12.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendations for your approval:

ELEMENTARY/SECONDARY

(a) That a teacher and 8 students participate in the IBM Board of Directors Meeting - Writing to Read, on 1989 10 30 in Markham (Monday).

(b) That the following trip requests be approved:

(i) G.H.A.C. Reps - Boys AAA Volleyball, Whitby, 1989 11 24 and 25 (Friday and Saturday),

(ii) G.H.A.C. Reps - Girls AAA Volleyball, Owen Sound, 1989 11 30, 1989 12 01 and 02 (Thursday to Saturday)

(iii) G.H.A.C. Reps - Girls' AAA Basketball, Ottawa, 1989 11 30-12 02 (Thursday to Saturday)

(iv) G.H.A.C. Reps - Nordic Skiing, Sudbury, 1990 02 26-27 (Monday to Tuesday)

(v) G.H.A.C. Reps - Alpine Skiing, Thunder Bay, 1990 02 26-27 (Monday to Tuesday)

(vi) G.H.A.C. Reps - Boys' Wrestling, Windsor, 1990 03 05-06 (Monday to Tuesday)

(vii) G.H.A.C. Reps - Boys' AAA Basketball, Chatham, 1990 03 08-10 (Thursday to Saturday)

(viii) G.H.A.C. Reps - Boys' AAA Basketball, London, 1990 -3 07-09 (Wednesday to Friday)

(ix) G.H.A.C. Reps - Boys' Curling, Collingwood, 1990 03 28-30 (Wednesday to Friday)

(x) G.H.A.C. Reps - Girls' Curling, Penetang and Midland, 1990 03 28-30 (Wednesday to Friday)

(xi) G.H.A.C. Reps - Girls' Gymnastics, Ottawa, 1990 04 27-28 (Friday to Saturday)

/2...

(xi) G.H.A.C. Reps - Girls' Gymnastics, Ottawa, 1990 04 27-28 (Friday to Saturday)

(xii) G.H.A.C. Reps - Badminton, Ottawa, 1989 05 04-05 (Friday to Saturday)

(xiii) G.H.A.C. Reps - Girls' Soccer, Sarnia, 1990 05 31-06 02 (Thursday to Saturday)

(xiv) G.H.A.C. Reps - Track and Field, Sudbury, 1990 06 01-02 (Friday to Saturday)

(xv) Sherwood, Vincent Massey, Westdale, Hill Park, Sr. T.R. Outdoor Education, Valens Conservation Area, 1989 06 26-27 (Tuesday to Wednesday)

(xvi) Sherwood, Vincent Massey, Westdale, Hill Park, Sr. T.R., Outdoor Education, Valens Conservation Area, 1989 10 02-03 (Monday to Tuesday)

(xvii) Westdale, Grade 9-13, Outdoor Education, Algonquin Park, 1989 09 29-10 01 (Friday to Sunday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

1989 09 12.

ADDED RECOMMENDATIONS

ELEMENTARY/SECONDARY

(c) That approximately 50 students from the Grade 12 Urban Geography and Travel Tourism Course from Hamilton Secondary Schools be permitted to attend a four day field trip to Montreal, Quebec, 1989 11 01-04 (Wednesday to Saturday)

(d) That one teacher for ever 15 students, plus the Geography Coordinator or designate, supervise the geography field study to Montreal, 1989 11 01-04 and that each receive $200 for their expenses.

(e) That the following trip requests be added to clause (b):

(xviii) Sherwood, Grades 9-10, Ottawa, 1989 10 12-14 (Thursday to Saturday)

(xix) Westview, Grade 8 History, Fort Niagara, Niagara Falls, New York, 1989 10 03 (Tuesday)

CA40NHBLW26
A35

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1989 10 10

Confirmation of the minutes of the last regular meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Report on costings of asbestos repairs - **page 1.**

NEW BUSINESS:

1. Report on Short Term Investments. - **pages 1A to 1D.**
2. Cash Flow. - **pages 1E to 1H.**
3. Approval of working drawings for renovations to Albion School (new Elizabeth Bagshaw)
4. Correspondence from The Metropolitan Toronto School Board re: Bill 208 - Amendments to the Occupational Health and Safety Act (referred by the September Board-1989 09 21) - **pages 2-13.**
5. Report of the Special Education Advisory Committee - **page 14.**

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - **pages 15 & 16, page 16A.**

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1989 10 05

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Asbestos Control Work

On August 24, 1989, the Board approved funds in the amount of $325,000 for the continuation of asbestos-related work. This allocation was in addition to the previously approved $770,000 requested in connection with our Asbestos Management Plan which was submitted to the Ministry of Labour.

In the process of ensuring that school buildings were kept open, responding quickly to school related concerns associated with asbestos and continuing our on-going maintenance work, there have been many unanticipated costs. These costs, which are over and above the costs related to the five schools identified in our management plan, have amounted to approximately $450,000. Also, as part of our commitment to carry out our Asbestos Management Plan, it is anticipated that an additional minimum amount of $200,000 will be required for the remainder of the calendar year.

Recommendations:

It is recommended that:

1. **the Board endorse the action of the Superintendent of Plant in carrying out the additional asbestos repairs at a cost of $450,000.**

2. **the Board authorize the Superintendent of Plant to continue with the present asbestos program for the balance of the calendar year at an estimated cost of $200,000.**

3. **the Superintendent of Plant provide updates on the asbestos program on a regular basis to the Operations Management Committee.**

Prepared and submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education and Secretary.

-as

1989 10 10.

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Short Term Investments report for September, 1989.

REVENUE FUND

Interest earned to date in 1989 amounts to $764,504 vs $353,988 in 1988. Accrued interest earnings for the year are estimated at $950,000 vs $638,878 earned in 1988.

CAPITAL RESERVE FUND

Interest earned to date in 1989 amounts to $630,647 vs $454,332 in 1988. Accrued interest earnings for the year are estimated at $700,000 vs $656,053 earned in 1988.

RETIREMENT GRATUITY RESERVE FUND

Interest earned to date in 1989 amounts to $582,264 vs $447,509 in 1988. Accrued interest earnings for the year are estimated at $750,000 vs $623,388 earned in 1988.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

DR/jm

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE MONTH OF SEPTEMBER 1989

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-t	550,000	07/28/89 - 09/01/89	12.210%	6,440	184
	BNS-t	100,000	07/28/89 - 09/05/89	12.150%	1,298	166
	BNS-t	600,000	08/28/89 - 09/05/89	12.000%	1,578	986
	BNS-t	100,000	07/28/89 - 09/08/89	12.150%	1,398	266
	BC-t	1,125,000	07/28/89 - 09/11/89	12.250%	16,991	4,153
	TD-t	150,000	09/07/89 - 09/11/89	11.500%	189	189
	BC-t	375,000	07/28/89 - 09/12/89	12.230%	5,780	1,508
	BC-t	700,000	07/28/89 - 09/14/89	12.230%	11,258	3,284
	BNS-t	100,000	07/28/89 - 09/18/89	12.150%	1,731	599
	BNS-t	150,000	07/28/89 - 09/20/89	12.150%	2,696	999
	BNS-t	100,000	07/28/89 - 09/22/89	12.150%	1,864	732
	BC-t	700,000	07/28/89 - 09/25/89	12.160%	13,759	5,830
	BC-m	450,000	08/28/89 - 09/25/89	12.150%	4,194	3,745
	BC-t	550,000	07/28/89 - 09/26/89	12.160%	10,994	4,764
	BNS-t	100,000	09/21/89 - 09/26/89	11.600%	159	159
	BC-t	1,410,000	07/28/89 - 09/29/89	12.160%	29,594	13,623
TOTAL REVENUE FUND MATURITIES		$7,260,000				
INVENTORY	BC-t	480,000	07/28/89 - 10/02/89	12.130%	10,528	4,786
	BNS-t	100,000	07/28/89 - 10/06/89	12.100%	2,321	995
	BC-t	1,080,000	07/28/89 - 10/10/89	12.110%	26,516	10,750
	TD-t	250,000	08/03/89 - 10/10/89	12.125%	5,647	2,491
	TD-t	150,000	08/04/89 - 10/10/89	12.000%	3,304	1,479
	TD-t	200,000	08/18/89 - 10/10/89	12.125%	3,521	1,993
	BNS-t	3,850,000	08/28/89 - 10/10/89	12.200%	55,335	38,605
	BNS-t	600,000	08/28/89 - 10/11/89	12.200%	8,824	6,016
	BNS-t	1,000,000	08/28/89 - 10/12/89	12.200%	15,041	10,027
	BNS-t	250,000	08/28/89 - 10/13/89	12.200%	3,844	2,507
	BNS-t	350,000	08/28/89 - 10/16/89	12.200%	5,732	3,510
	BNS-t	100,000	08/28/89 - 10/20/89	12.200%	1,772	1,003
	BNS-t	600,000	08/28/89 - 10/23/89	12.200%	11,231	6,016
	BNS-t	500,000	08/28/89 - 10/24/89	12.200%	9,526	5,014
	BNS-t	500,000	08/28/89 - 10/25/89	12.200%	9,693	5,014
	BNS-t	800,000	08/28/89 - 10/26/89	12.200%	15,776	8,022
	BNS-t	100,000	08/28/89 - 10/30/89	12.200%	2,106	1,003
	BNS-t	250,000	08/28/89 - 10/31/89	12.200%	5,348	2,507
	TD-t	150,000	08/31/89 - 10/31/89	12.000%	3,008	1,479
	BC-m	1,050,000	09/07/89 - 10/31/89	12.200%	18,952	8,072

PORTFOLIO SUMMARY (Continued)

REVENUE FUND

	TD-t	150,000	09/18/89 - 11/01/89	12.000%	2,170	592
	BC-m	350,000	09/21/89 - 11/01/89	12.050%	4,737	1,040
	BNS-t	100,000	09/21/89 - 11/03/89	11.600%	1,367	286
	BC-m	500,000	09/21/89 - 11/08/89	12.050%	7,923	1,486
	BC-m	1,300,000	09/21/89 - 11/09/89	12.050%	21,030	3,863
	BC-m	1,000,000	09/21/89 - 11/10/89	12.050%	16,507	2,971
	BNS-t	1,125,000	09/28/89 - 11/10/89	12.150%	16,103	749
TOTAL REVENUE FUND INVENTORY		$16,885,000	REVENUE FUND INTEREST EARNED THIS MONTH			$173,463
			REVENUE FUND INTEREST EARNED THIS YEAR			$764,504

CAPITAL RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-m-S	1,700,000	07/06/89 - 09/18/89	12.080%	41,635	10,127
	BC-m-S	363,000	07/10/89 - 09/18/89	12.090%	8,417	2,164
	BC-m-E	768,000	07/17/89 - 09/18/89	12.250%	16,238	4,640
TOTAL CAPITAL FUND MATURITIES		$2,831,000				
INVENTORY	BC-m-S	1,303,000	07/17/89 - 10/16/89	12.210%	39,665	13,076
	BC-t-E	1,322,000	08/15/89 - 10/16/89	12.150%	27,284	13,202
	BC-t-S	915,000	08/15/89 - 11/15/89	12.130%	27,975	9,122
	BC-m-S	2,110,000	09/18/89 - 11/15/89	12.200%	40,905	8,463
TOTAL CAPITAL FUND INVENTORY		$5,650,000	CAPITAL FUND INTEREST EARNED THIS MONTH			$60,794
			CAPITAL FUND INTEREST EARNED THIS YEAR			$630,647

PORTFOLIO SUMMARY (Continued)

RETIREMENT GRATUITY RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	TD-t	300,000	08/15/89 - 09/05/89	12.100%	2,088	497
	BC-t	730,000	06/26/89 - 09/18/89	12.000%	20,160	4,320
	BNS-t	795,000	07/04/89 - 09/18/89	12.000%	19,864	4,705
TOTAL RESERVE FUND MATURITIES		$1,825,000				
INVENTORY	BNS-t	1,518,000	07/10/89 - 10/16/89	11.950%	48,705	14,910
	TD-t	1,374,000	07/20/89 - 10/16/89	12.150%	40,249	13,721
	BC-t	1,590,000	08/15/89 - 11/15/89	12.130%	48,613	15,852
	BC-m	280,000	09/05/89 - 11/15/89	12.150%	6,618	2,330
	BC-m	1,566,000	09/18/89 - 12/28/89	12.180%	52,780	6,271
TOTAL RESERVE FUND INVENTORY		$6,328,000	RESERVE FUND INTEREST EARNED THIS MONTH			$62,606
			RESERVE FUND INTEREST EARNED THIS YEAR			$582,264
TOTAL PORTFOLIO		$28,863,000	TOTAL PORTOLIO INTEREST EARNED THIS MONTH			$296,863
			TOTAL PORTFOLIO INTEREST EARNED THIS YEAR			$1,977,415
			TOTAL PORTFOLIO INTEREST TO DATE - 1988			$1,255,829
			TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1988			$721,586

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

1989 10 10

1989 10 10.

TO THE CHAIRMAN AND MEMBERS,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

I am pleased to present the Cash Flow report as at 1989 09 30. This report is based upon the approved budget of $221,206,171.

REVENUE FUND

Cash receipts are forecasted as follows by source:

Levy receipts from the City of Hamilton are according to the City's letter of 1989 05 19.

Grant receipts from the Province of Ontario are being received according to the Ministry memorandum B3, 1989 02 14.

Cash receipts of miscellaneous revenues are estimated in accordance with last year's experience.

Expenditures have been planned in accordance with expectations based upon the approved 1989 Budget.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1989 are investment interest earnings, Site Sales, and a transfer from the Revenue Fund.

The major Capital fund expenditures for 1989 are Lincoln Alexander, G. R. Allan addition, Renovation Program and Norwood renovation.

Prepared by: Diane Rankine,
Financial Analyst.

Submitted by: Paul E. Shewfelt,
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly,
Director of Education
and Secretary of the Board.

DR/jm

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

R E V E N U E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & (BORROWED)	
ACTUAL							
Balance Forward 1989 01 01				$16,102	16,475	(373)	-
January	14,296	18,424	(4,128)	11,974	12,100	(126)	-
February	14,531	19,262	(4,731)	7,243	7,350	(107)	-
March	14,120	19,540	(5,420)	1,823	2,050	(227)	-
April	24,928	19,683	5,245	7,068	7,150	(82)	-
May	24,010	20,975	3,035	10,103	10,875	(772)	-
June	18,859	21,249	(2,390)	7,713	8,100	(387)	-
July	18,528	12,809	5,719	13,432	13,430	2	-
August	13,100	8,539	4,561	17,993	18,320	(327)	-
September	18,225	19,720	(1,495)	16,498	16,885	(387)	
FORECAST							
October	17,119	22,544	(5,425)	11,073	11,073		
November	17,339	22,724	(5,385)	5,688	5,688		
December	28,223	23,723	4,500	10,188	10,188		
TOTAL	223,278	229,192					

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1989 PROJECTED CASH FLOW

REVENUES (000'S)

MONTH	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS	TOTAL
ACTUAL				
January	$ 9,827	3,675	794	14,296
February	9,840	3,764	927	14,531
March	9,443	3,645	1,032	14,120
April	9,823	8,528	6,577	24,928
May	10,915	12,020	1,075	24,010
June	10,996	5,710	2,153	18,859
July	10,995	6,599	934	18,528
August	10,995	1,283	822	13,100
September	10,995	4,874	2,356	18,225
FORECAST				
October	10,995	4,874	1,250	17,119
November	10,995	4,874	1,470	17,339
December	17,145*	5,373	5,705	28,223
TOTAL	132,964	65,219	25,095	223,278

*Includes payments in lieu, telephone and telegraph, and supplementary taxes.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

C A P I T A L R E S E R V E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & LOANED
ACTUAL						
Balance Forward 1989 01 01				$7,643	7,636	7 -
January	73	184	(111)	7,532	7,525	7 -
February	129	227	(98)	7,434	7,398	36 -
March	753	343	410	7,844	7,189	655 -
April	490	98	392	8,236	8,231	5 -
May	98	366	(268)	7,968	7,964	4 -
June	74	1,279	(1,205)	6,763	6,756	7 -
July	80	216	(136)	6,627	6,621	6 -
August	47	293	(246)	6,381	6,371	10 -
September	1,066	1,790	(724)	5,657	5,650	7 -
FORECAST						
October	86	1,249	(1,163)	4,494	4,494	- -
November	51	528	(477)	4,017	4,017	- -
December	210	100	110	4,127	4,127	- -
TOTAL	3,157	6,673				

August 1, 1989

The Metropolitan Toronto School Board

45 York Mills Road
Willowdale, Ontario M2P 1B6
Fax: (416) 489-3111
Tel.: (416) 489-3332

C.G. Brown, B.A.
Director & Secretary-Treasurer

Mr. K.A. Reilly
Director of Education
The Board of Education
for the City of Hamilton
Box 558
100 Main Street West
Hamilton, Ontario
L8N 3L1

AUG 8 1989

Dear Mr. Reilly:

Bill 208 - Amendments to the Occupational Health and Safety Act

The School Board considered the attached report at its meeting of July 25, 1989 and resolved to endorse the following recommendations:

1. That representation be made to the Ministers of Labour and Education requesting that the School Board be given the opportunity to:

   - participate in the review process of Bill 208;
   - initiate a process to establish a separate Regulation for schools and other educational institutions; and
   - support the establishment of a sector specific safety association for educational institutions.

2. That Area Boards of Education be invited to endorse these proposals and participate in the process; and

3. That this report be forwarded to all boards of education in the province requesting support for the proposal.

It would be appreciated, therefore, if you would place this matter before your board for its consideration and endorsation.

Yours truly,

C.G. Brown
Director and Secretary-Treasurer

BS297003.LET

INTRODUCTION

On January 24, 1989 the Minister of Labour introduced a series of major amendments (Bill 208) designed to overhaul the Occupational Health and Safety Act. The Metro-Wide Health and Safety Committee has studied Bill 208 and believes that these amendments, if passed, will have a major impact on school boards.

The Metro-Wide Health and Safety Committee has concluded that the amendments are excessive when applied to the school environment. The proposed amendments are directed primarily at the industrial and construction sectors. Therefore, the Metro-Wide Health and Safety Committee recommends that representation be made to the Ministers of Labour and Education requesting that School Boards be given the opportunity to:

- participate in the review process of Bill 208;
- initiate a process to establish a separate Regulation for schools and other educational institutions; and
- support the establishment of a sector specific safety association for educational institutions.

The committee's reasons for making the above recommendations are discussed below.

BACKGROUND

The Occupational Health and Safety Act was proclaimed in 1979. The Act sets out the rights, responsibilities and obligations of the work place parties and the government. The legislation incorporated the "Internal Responsibility System" (IRS). The fundamental premise of the IRS is that genuine improvement in health and safety in the work place can only come from the effective involvement of workers and employers. According to the IRS, workers and employers share the responsibility of ensuring a healthy and safe work place environment. Therefore, the Act contains provisions recognizing the workers' rights to information, to participate in the identification and resolution of work place hazards and to refuse dangerous work. The establishment of Joint Health and Safety Committees was the key provision of ensuring that workers could exercise these rights. The government's role is to enforce compliance with health and safety standards and to apply penalties where there is a failure to comply. The government's approach to compliance is to foster the growth of the IRS within the work place. When enforcing the Act in schools, the Ministry of Labour utilizes the provisions of the Regulations for Industrial Establishments (Ontario Regulation 692).

- Require the employer and the worker representative who accompanied the inspector or his/her alternative to submit to the Ministry a notice of compliance with an order not later than 3 days from the date of compliance, but that notwithstanding such notice, a decision by an inspector that the order has not been complied with, shall be paramount.

- Inspectors to be empowered to resolve disputes where the employer, worker representative or a worker disagree that an order has been complied with.

- Entitle the Crown to elect that charges brought under the Act be tried before a Provincial Court Judge instead of a Justice of the Peace and that the election by the Crown shall be by the Attorney General or designate.

- Increase the maximum fine that can be levied against a corporation on conviction for an offence under the Act to $500,000.

- Strengthen protection for employees who testify in court proceedings under this Act.

- Amend Section 36 to extend protection to include Ministry advisory personnel.

- Enable the Ministry to prosecute engineers or other persons offering professional services for violations under the Act.

- Enable the Ministry to enter as evidence in a trial documents which purport to certify the results of tests on any physical substance.

INCENTIVES, DISINCENTIVES

- Impose a duty of care on officers and directors of a corporation to safeguard the occupational health and safety of workers.

- The Workplace Health and Safety Agency to have authority to accredit company health and safety activities (e.g. committees having certified members, successful health and safety programs and good safety records) as a result of which benefits may be provided. These could include reduced Ministry inspection schedules and reduced WCB assessments. For employers who fail to take adequate prevention precautions, the Agency will have the authority to recommend to the WCB that assessments be raised. In addition, these companies could also be targetted for increased inspections.

When the Act was proclaimed, teachers were excluded from coverage. However, other school board employee groups, such as caretakers and maintenance workers, were covered. Ministerial Orders were issued to establish non-teaching Joint Health and Safety Committees (JHSCs) in various boards.

Teacher associations and federations lobbied successfully to have the Act also apply to teachers. Ontario Regulation 191/84 was proclaimed on April 1, 1984. It extended coverage to teachers and clarified the JHSC requirements for this group. According to the Regulation, an "employer of teachers" is required to establish and maintain one JHSC for all its teachers. In contrast, other multi-site employers are required to establish and maintain JHSCs at each site.

Regulation 191/84 also clarified the supervisory responsibility (as defined in the Act) of principals, vice-principals and teachers appointed by the employer.

The Act was amended by Bill 79 (1987) and by Bill 180 (1988) to incorporate the national Workplace Hazardous Materials Information System (WHMIS). Apart from these amendments, there has not been a substantive revision to the Occupational Health and Safety Act since its proclamation in 1979.

BILL 208

Bill 208 is a series of major amendments to the Occupational Health and Safety Act and the Workers' Compensation Act. If passed, the amendments would:

- strengthen the rights of individuals by expanding the grounds on which to refuse work
- allow JHSCs to determine the amount of paid preparation time required for meetings with a minimum guarantee of one hour per committee meeting
- increase the number of JHSC members
- require written responses within thirty days to JHSC recommendations
- impose a duty on senior management to establish and maintain a written occupational health and safety policy and to develop and maintain a program
- impose a duty of care on officers and directors of a corporation to safeguard the occupational health and safety of workers

A very significant change will be the certification of at least two JHSC members - one management and one worker representative. Certified members will have the authority to stop work where it is violating the Act or posing a serious risk to workers. In order to obtain certification, representatives must attend an extensive occupational health and safety training program (approximately 160 hours). The training process will be overseen by The Workplace Health and Safety Agency (WHSA). This agency will be created by amendments to the Occupational Health and Safety Act and the Workers' Compensation Act.

Appendix I contains a complete summary of the proposed amendments.

IMPACT ON SCHOOL BOARDS

If the amendments are passed, the number of worker health and safety representatives in each Board may increase dramatically. The amendments will require that a worker health and safety representative be selected by workers at each work place of more than five and fewer than twenty employees. Previously, there was no legislative requirement for worker representatives at worksites of this size.

The Ministry of Labour regards each school as a "work place". Therefore, each school must meet the requirements of the Act and Regulations. Normally, a JHSC is required at each site where twenty or more workers are regularly employed. This number includes evening and night shifts. However, Regulation 191/84 permits the establishment of one joint health and safety committee per board for all its teachers. The Ministry of Labour has also been accepting single or geographical area JHSC for non-teaching employees. Other Boards have been issued Ministerial Orders that impose the establishment of JHSC for non-teaching employee groups. The status of these Ministerial Orders is uncertain - will they be rescinded, modified or maintained by the changes. If the amendments are passed, and the status of the Ministerial orders changed, additional JHSCs may be required at schools and other board locations.

The requirement for "certification" of a management and worker JHSC representative is new. The training of the certified members will be costly in terms of personnel resources if additional JHSC are required at schools. A training program of 160 hours is being considered to provide the "certified" JHSC members the knowledge to order work stoppages. Because certain employee groups elect their representatives on an annual basis, a high turnover rate must also be anticipated. For example, a large secondary school with an active night school program can have 175 employees working over a 24 hour period. The JHSC would comprise of a minimum of 4 members, 2 of which must be "certified". In

order to recognize the difference in teaching and non-teaching working conditions, the JHSC may recommend that a worker representative from each area be "certified".

At present school boards and other educational institutions have no voice with the Ministry of Labour or Workers' Compensation Board. Other large sectors have specific safety associations such as the Industrial Accident Prevention Association, Construction Safety Association of Ontario, Farm Safety Association, etc. In contrast, there is a WCB "program" for colleges, universities and schools -- the College, University and School Safety Council of Ontario (CUSSCO). Unless CUSSCO becomes a sector specific safety association before the formation of the new Workplace Health and Safety Agency (WHSA), there is a strong likelihood that schools may be represented by one of the existing safety associations such as the Industrial Accident Prevention Association. CUSSCO also provides assistance in the development of student safety programs. A recent project has been the publication of safety guidelines for teachers selecting industrial firms for Co-op Education and Workstudy Programs.

To a large extent the thrust of the proposed amendments is education oriented, through the certification program and establishment of the WHSA. However, the needs of educational institutions are not being considered. Educational facilities must be recognized as a separate entity in the development and establishment of occupational health and safety laws and regulations. A specific safety association for educational institutions would be able to meet the sectorial needs and provide representation to the Ministry of Labour and Workers' Compensation Board. For example, it could provide representation for the development of specific regulations separate from the Industrial Establishment regulation. Hospitals have recently succeeded in obtaining specific Regulations for their work environment through the efforts and support of their safety association and governing bodies. A similar approach should be used for schools, colleges and universities.

APPENDIX I

SUMMARY OF PROPOSED AMENDMENTS

JOINT HEALTH AND SAFETY COMMITTEE

- Require an employer to provide all workplace monitoring reports to the committee and to advise the workers that the results and the report are available on request.

- Require an employer to notify the Ministry where he/she has been advised that an employee has filed a claim with the Workers' Compensation Board related to a potential occupational illness.

- Replace the requirement that calls for employers to automatically file copies of their floor plans with fire departments and the Ministry with a requirement to keep a copy of the floor plan of the location of hazardous materials in an identified location on the premises that is accessible to workers.

- Require that employers only be required to provide copies of Material Safety Data Sheets and hazardous material inventories with medical health officers, fire departments and the Ministry upon request or as prescribed.

- Enable the Minister to prescribe the accident situations for which employers are required to notify health and safety committees and the Ministry.

- Extend joint health and safety committees by deleting the current exemptions from the requirement to establish joint health and safety committees from the Act but enable the Minister to exempt workers or workplaces by class thereof, via regulation.

- Amend the Act so that in workplaces where more than 5 persons and fewer than 20 persons are regularly employed, the workers shall be required to select from among their number in the workplace a worker health and safety representative.

- Enable the Lieutenant Governor to prescribe the selection of worker representatives where joint committees would otherwise be required in seasonal tourist operations.

- Committee membership shall be from the workplace but where no management personnel are employed in the workplace, the employer may assign a management representative from elsewhere.

- The minimum committee size of 2 persons shall rise to 4 persons where 50 or more persons are regularly employed, with the regulatory authority to prescribe larger committees where the workforce is of a greater number.

- The committee be co-chaired by members selected by the respective committee representatives of workers and management.

- Committees to determine the amount of paid preparation time required with a minimum guarantee of 1 hour per committee meeting.

- Require constructors to establish joint health and safety committees on construction projects where the work force will be regularly 20 or more persons and where the project will be of 3 months duration or longer.

- Enable workers on construction projects that are required to have a joint health and safety committee to establish a workers' sub-committee representative of each trade while members of that trade are working on the project.

- Joint health and safety committees and worker representatives to be acquainted with testing strategies, consulted with and be present at the commencement of air monitoring or other industrial hygiene investigations.

- Employers to respond in writing to written committee recommendations within 30 days including a timetable for implementation where the employer agrees and reasons where he/she disagrees.

- The definition of grounds upon which a worker may refuse to work is broadened to include any work activity that the worker has reason to believe may endanger him/her fellow workers.

- An employee shall be entitled to 100% of the wages and benefits the employee would have otherwise received, during the first stage of a work refusal.

EDUCATION AND TRAINING

- Permit the regulation of health and safety training programs for workers, supervisors and joint health and safety committee members.

- Certified members are to meet training standards established by the Workplace Health and Safety Agency.

EFFECTIVE AUTHORITY

- Require that a joint health and safety committee worker representative inspect the workplace or a part thereof at least once a month, unless otherwise ordered or prescribed, so long as the entire workplace is inspected no less than once per annum.

- The worker representative inspecting the workplace or a part thereof to inform the committee if hazardous or dangerous situations exit.

- The certified member on the committee may require an employer to stop work where the following conditions apply: there is a contravention of the Act or regulation which presents a danger or hazard to a worker and any delay would cause serious risk to the worker or to fellow workers.

RESPONSIBLE USE

- Where the employer, after investigation, remedies the hazardous or dangerous situation, the stop work order will be cancelled by the certified member.

- Where the employer, after investigation, disagrees with the validity of a work stoppage by a certified member, either the employer or the certified member may notify an inspector.

- The inspector, after investigation, may validate, modify or cancel the stop work direction.

- Where the employer has reason to believe the certified member is using the authority irresponsibly, the employer may file a complaint with the Workplace Health and Safety Agency.

- The Agency will hold a hearing and has authority to decertify the certified member if he or she is found to have acted negligently or in bad faith.

- The Agency has authority to make an appropriate order if a direction to stop work was given improperly or if investigation of a complaint was carried out improperly, negligently or in bad faith.

ASSURE COMPLIANCE VIA ENFORCEMENT

- Impose a duty on senior management to establish and maintain a written occupational health and safety policy and to develop and maintain a program.

- Require employers to file their compliance plans with the Ministry of Labour.

- Include non-agricultural self-employed persons as a separate category of individuals to whom certain provisions of the Act and regulations will apply.

- Place a duty upon owners of premises to advise constructors and employers of substances likely to present a hazard during the work undertaken, of which the owner is aware or reasonably ought to be aware, before tenders are let or work is arranged. Where such notice is not given, the owner shall be liable for any additional costs relating to the presence of the substance.

- Inspectors to have the power to require employers:

  - to have equipment tested by a professional engineer;

  - to take samples of potentially toxic substances to which workers may be exposed;

  - to provide a report of the potential hazard including monitoring results of biological, chemical or physical agents or combination of such agents;

  - to furnish accurate records to the workers and inspectors including the chemical names and structure of the substance where necessary.

- Empower inspectors to seize documents or articles and impound them for use as evidence; and to take a machine out of service pending testing to determine if it is in contravention of the Act.

AGENCY

- Establish a Workplace Health and Safety Agency comprised of equal numbers of management and labour representatives, appointed by government which reports to the Minister of Labour. The Agency will have as a mandate:

  - setting requirements for the certification of members of joint health and safety committees and representatives;

  - developing and delivering the required training programs;

  - developing and delivering education and promotion programs;

  - providing consultative services;

  - pursuing research priorities to further its mandate;

  - certifying health and safety committee members who will be empowered to stop work which is likely to endanger workers, subject to limitations and a review and sanctions process;

  - accrediting company health and safety activities (e.g., committees having certified members, successful health and safety records) as a result of which benefits may be provided. These could include reduced Ministry inspection schedules. Arrangements could also be made with the WCB to reduce assessment penalties (under WCA 91.4) or provide incentives (under WCA91.6);

  - advising the Minister of Labour on matters related to its mandate.

- Amend the Workers' Compensation Act to transfer administrative responsibility for health and safety education, the safety associations, and the Workers' Health and Safety Centre from the Board to the Agency.

- The Agency to have power to review and evaluate workplace health and safety training programs.

- The Advisory Council on Occupational Health and Occupational Safety to be abolished.

MISCELLANEOUS

- Amend the definition of "project" to include a ship under construction and/or repair on land or at a dock.

- Amend the definition of "constructor" to clarify that an owner does not become a constructor by undertaking responsibility for quality control of a project.

- Amend the definition section of the Act to define logging and logging operations to better reflect the current realities of the industry.

- Amend the Act to eliminate the need for mining development to be covered by regulations meant for construction projects.

- Amend Section 21 to eliminate the need for notification where new mixtures of old agents or chemicals are used in the workplace.

- Amend the Act to delete the provision which requires workers to participate in a medical surveillance program ordered by the Ministry.

- Place a duty on employers to pay all reasonable costs for workers' time, travel costs, medical examinations, tests and x-rays where a regulation or a Director's order requires such examinations.

- Prohibit the disclosure of records maintained by occupational health professionals and support staff, and to make it an offence for unauthorized parties to request confidential health information.

REPORT OF THE

SPECIAL EDUCATION ADVISORY COMMITTEE

1989 09 20

Present: J. Bishop (Chairman), Trustees Desmarais, Mulholland and Clarke; Mesdames Dennis, Masters, Mazza, Trott and Warren; Messrs. Adamson, Foster, and Harwood; Dr. Toby.

Officals
Present: J. Yurkiw, Assistant Superintendent of Special Services
R. Adams, Co-ordinator of Special Education
R. Orlando, Superintendent of Plant
J. DiLiberto, Administative Assistant Curriculum and Special and Educational Services

The Committee recommends:

GENERAL

1. That the Accessibility Report 1989-90 be received for information.

Respectfully submitted,

J. Bishop
Chairman

Meeting Room
1989 09 20

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 10 10.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendations for your approval:

ELEMENTARY/SECONDARY

(a) That the following trip requests be approved:

(i) G.H.A.C. Reps. - Girls' Field Hockey, Grades 9-13, St. Catharines, 1989 11 02-04 (Thursday to Saturday)

(ii) G.H.A.C. Reps. - Boys' "AA" Volleyball, Grades 9-13, Welland, 1989 11 24-25, (Friday to Saturday)

(iii) G.H.A.C. Reps. - Swimming, Grades 9-13, Etobicoke, 1990 03 02-03 (Friday to Saturday)

(iv) G.H.A.C. Reps. - Girls "AA" Volleyball, Grades 9-13, Mississauga, 1990 03 08-09 (Thursday to Friday)

(v) G.H.A.C. - Reps - Girls' "AAA" Volleyball, Grades 9-13, Woodbridge, 1990 03 08-09 (Thursday to Friday)

(vi) G.H.A.C. - Reps. - Boys' Hockey, Grades 9-13, Kitchener, 1990 03 22-24 (Thursday to Saturday)

(vii) G.H.A.C. - Reps. - Boys' Soccer, Grades 9-13, Mississauga, 1990 05 31-06 02, (Thursday to Saturday)

(viii) Barton and Westdale, Grade 12, Niagara Falls, Canada and U.S.A., 1989 10 25 (Wednesday)

(ix) Glendale, Grades 12-13, History, Boston, 1989 10 25-28 (Wednesday to Saturday)

(x) Sir Winston Churchill, Grades 11-12, New York City, New York, 1989 12 19-21 (Tuesday to Thursday)

(xi) Westdale, Grades 10-13, New York City, New York, 1989 11 30-12 03 (Friday to Sunday)

(xii) Adelaide Hoodless, Grades 6-8, Ottawa, 1990 05 09-12 (Wednesday to Saturday)

(xiii) Chedoke, Grade 8, Quebec City, Quebec, 1990 05 09-12 (Wednesday to Saturday)

(xiv) Chedoke, Grade 8, Ottawa, 1990 05 09-11 (Wednesday to Friday)

(xv) Ryerson, Grade 8, French Immersion, St. Donat, Quebec, 1990 01 07-10 (Sunday to Wednesday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

*jep

ADDED RECOMMENDATIONS

ELEMENTARY/SECONDARY

(xvi) Hill Park, Grades 9-10, St. Donat, Quebec, 1990 02 14-17 or 1990 02 21-24 (Wednesday to Saturday)

(xvii) Sir Allan MacNab, ENG 3G5/3A5, CKVR TV Station, Barrie, 1989 10 23 (Monday)

(xviii) Bennetto, Grades 6-8, Outdoor Education, Camp Wanakita, 1990 01 17-19 (Wednesday to Friday)

(xix) George L. Armstrong, Grade 8, Quebec City, Quebec, 1990 02 21-24 (Wednesday to Saturday)

ACCESSIBILITY
1989-90

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

ACCESSIBILITY
1989-90

CONTENTS PAGE

1. Accessibility Update 2

2. Charts indicating accessiblity of schools 3

3. Ministry of Education Quick Checklist 13

4. Recommendations, 1987 Report 14

5. Map of School Areas 16

1989 09 08

Accessibility Update 1989-90:

1. Improvements to several schools have taken place. None of the Improvements have resulted in a change of category.

2. The improvements were all of the nature of either modifying or adding washrooms to specifications or of installing appropriate ramps which are required to have a slope of 1/12.

3. G. P. Vanier renovations at Agnes Macphail include accessible washrooms at one level and an access ramp for that level. The school is, however, built on four levels which preclude at the present time access by the physically handicapped.

4. A new ramp has been provided at the Education Centre at the north-west entrance and additional parking spaces will be made available for the disabled.

CHARTS INDICATING ACCESSIBILITY OF SCHOOLS

FOR

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1989 - 1990

CATEGORY 'A' SCHOOLS - those schools which are built on one level only, or have an elevator. They can be made FULLY ACCESSIBLE to all students with disabilities, including those in wheelchairs. Such schools could possibly accomodate groups of wheelchair students.

CATEGORY 'B' SCHOOLS - those schools which are MOSTLY ACCESSIBLE, having a majority of facilities fully accessible, but which have sections within the school which may never be fully accessible to wheelchair students. Such schools could possibly accomodate groups of wheelchair students.

CATEGORY 'C' SCHOOLS - those schools which are split-level, or have several storeys but no elevator and thus are POTENTIALLY ACCESSIBLE with the use of a device. Such schools, because of their intrinsic structural idiosyncracies, could possibly accomodate only a very small number of wheelchair students.

CATEGORY 'D' SCHOOLS - those schools which because of fundamental building limitations are presently NOT ACCESSIBLE to wheelchair students and may possibly never be accessible to wheelchair students.

ALPHABETICALLY

File: Alpha.All.rev.
Report: A area/tables
1989 06 21

Name of school	Area	Type	Category
A. M. Cunningham	2	Jk - 5	C
Adelaide Hoodless	2	Jk - 8	D
Ainslie Wood	1	Vocational	C
Albion	3	Vocational	C
Allenby	1	Jk - 5	D
Barton	4	Secondary	C
Bennetto	1	678	C
Briarwood	2	Vocational	A
Buchanan Park	5	Jk - 5	A
Burkholder	4	6 - 8	C
C. B. Stirling	4	Jk - 8	C
Caledon Voc	5	Vocational Lower Level	A
Caledon Phoenix/Alter Ed	5	Phoenix/Alter Ed	D
Cardinal Heights	4	678	A
Centennial	1	Jk - 5	C
Central	1	Jk - 5	D
Chedoke	5	678	C
Comley	4	Jk - 3	A
Crestwood	4	Vocational	B
Dalewood	1	678	C
Delta	2	Secondary	D
Dr. J. E. Davey	1	JK - 5	C
Earl Kitchener	1	Jk - 5	D
Eastmount Park	5	Jk - 5	A
Elizabeth Bagshaw	3	Jk - 8	C
Fairfield	2	Jk - 5	D
Fairview	1	TR & Adult Education	A
Fernwood Park	4	Jk - 5	A
Franklin Road	4	Jk - 5	B
G. L. Armstrong	5	Jk - 8	D
G. P. Vanier	6	Comp./Franco	C
G. R. Allen	1	JK - 5	C
Gibson	2	Jk - 6	D
Glen Brae	3	678	C
Glen Echo	3	Jk - 5	A
Glendale	3	Secondary	C
Hampton Heights	4	678	C
Hess Street	1	Jk - 6	C
Hill Park	4	Secondary	C
Hillcrest	3	678	D
Hillsdale	3	Jk - 5	C
Holbrook	5	Jk - 6	B
Huntington Park	4	Jk - 5	A
Inverness (new Wing at Arm	5	Jk - 5	A
James MacDonald	5	Jk - 6	A
King George	2	Jk - 6	D
Lake Avenue	3	Jk - 8	A
Lawfield	4	678	C
Linden Park	4	Jk - 5	B
Lisgar	4	Jk - 5	A

File: Alpha.All.rev.
Report: A area/tables
1989 06 21

Name of school	Area	Type	Category
Lloyd George	2	Jk - 5	D
Memorial	2	Jk - 8	D
Mountview	5	Jk - 5	A
Norwood Park	5	K-6 French Immersion only	C
Parkdale	3	Jk - 5	D
Parkview	2	Vocational	B
Pauline Johnson	4	Jk - 5	C
Peace Memorial	5	Jk - 5	D
Prince of Wales	2	Jk - 8	D
Prince Philip	1	Jk - 5	A
Queen Mary	2	Jk - 8	D
Queen Victoria	1	Jk - 5	D
Queensdale	5	Jk - 5	A
R. A. Riddell	5	Jk - 8	C
Red Hill	3	Jk - 6	A
Richard Beasley	4	Jk - 5	A
Ridgemount	5	Jk - 5	A
Robert Land	2	Jk - 5	D
Rosedale	3	Jk - 5	B
Roxborough Park	3	Jk - 5	D
Ryckman's Corners	5	Jk-3	A: no exter
Ryerson	1	6 - 8	A
Sanford Avenue	2	Jk - 5	D
Scott Park	2	Secondary	A
Seneca	5	Jk - 6	A
Sherwood	4	Secondary	A
Sir Allan MacNab	5	Secondary	D
Sir Isaac Brock	3	Jk - 5	B
Sir John A. MacDonald	1	Secondary	A
Sir Winston Churchill	3	Secondary	B
Southview	5	TR & Adult Education	A
Stinson	1	Jk - 5	D
Strathcona	1	Jk - 6	C
Thornbrae	4	Jk - 5	A
Tweedsmuir	1	678	D
Vern Ames	4	JK - 5	A
Vincent Massey	4	TR & Adult Education	A
Viscount Montgomery	3	Jk - 8	A
W. H. Ballard	2	Jk - 8	C
Westdale	1	Secondary	B
Westmount	5	Secondary	C
Westview	5	678	C
Westwood	5	Jk - 5	C
Woodward	3	Jk - 5	A

BY AREA

File: Area.All.rev.
Report: A area/tables
1989 06 21

Name of school	Area	Type	Catego
Ainslie Wood	1	Vocational	C
Allenby	1	Jk - 5	D
Bennetto	1	678	C
Centennial	1	Jk - 5	C
Central	1	Jk - 5	D
Dalewood	1	678	C
Dr. J. E. Davey	1	JK - 5	C
Earl Kitchener	1	Jk - 5	D
Fairview	1	TR & Adult Education	A
G. R. Allen	1	JK - 5	C
Hess Street	1	Jk - 6	C
Prince Philip	1	Jk - 5	A
Queen Victoria	1	Jk - 5	D
Ryerson	1	6 - 8	A
Sir John A. MacDonald	1	Secondary	A
Stinson	1	Jk - 5	D
Strathcona	1	Jk - 6	C
Tweedsmuir	1	678	D
Westdale	1	Secondary	B
	.		
	.		
A. M. Cunningham	2	Jk - 5	C
Adelaide Hoodless	2	Jk - 8	D
Briarwood	2	Vocational	A
Delta	2	Secondary	D
Fairfield	2	Jk - 5	D
Gibson	2	Jk - 6	D
King George	2	Jk - 6	D
Lloyd George	2	Jk - 5	D
Memorial	2	Jk - 8	D
Parkview	2	Vocational	B
Prince of Wales	2	Jk - 8	D
Queen Mary	2	Jk - 8	D
Robert Land	2	Jk - 5	D
Sanford Avenue	2	Jk - 5	D
Scott Park	2	Secondary	A
W. H. Ballard	2	Jk - 8	C
	.		
	.		
Albion	3	Vocational	C
Elizabeth Bagshaw	3	Jk - 8	C
Glen Brae	3	678	C
Glen Echo	3	Jk - 5	A
Glendale	3	Secondary	C
Hillcrest	3	678	D
Hillsdale	3	Jk - 5	C
Lake Avenue	3	Jk - 8	A
Parkdale	3	Jk - 5	D
Red Hill	3	Jk - 6	A
Rosedale	3	Jk - 5	B

File: Area.All.rev.
Report: A area/tables

1989 06 21

Name of school	Area	Type	Catego
Roxborough Park	3	Jk - 5	D
Sir Isaac Brock	3	Jk - 5	B
Sir Winston Churchill	3	Secondary	B
Viscount Montgomery	3	Jk - 8	A
Woodward	3	Jk - 5	A
	.		
	.		
Barton	4	Secondary	C
Burkholder	4	6 - 8	C
C. B. Stirling	4	Jk - 8	C
Cardinal Heights	4	678	A
Comley	4	Jk - 3	A
Crestwood	4	Vocational	B
Fernwood Park	4	Jk - 5	A
Franklin Road	4	Jk - 5	B
Hampton Heights	4	678	C
Hill Park	4	Secondary	C
Huntington Park	4	Jk - 5	A
Lawfield	4	678	C
Linden Park	4	Jk - 5	B
Lisgar	4	Jk - 5	A
Pauline Johnson	4	Jk - 5	C
Richard Beasley	4	Jk - 5	A
Sherwood	4	Secondary	A
Thornbrae	4	Jk - 5	A
Vern Ames	4	JK - 5	A
Vincent Massey	4	TR & Adult Education	A
	.		
	.		
Buchanan Park	5	Jk - 5	A
Caledon	5	Voc/Lower Level	A
Caledon	5	Phoenix Alter Ed/Upper Level	C
Chedoke	5	678	C
Eastmount Park	5	Jk - 5	A
G. L. Armstrong	5	Jk - 8	D
Holbrook	5	Jk - 6	B
Inverness (new Wing at Arm	5	Jk - 5	A
James MacDonald	5	Jk - 6	A
Mountview	5	Jk - 5	A
Norwood Park	5	K-6 French Immersion only	C
Peace Memorial	5	Jk - 5	D
Queensdale	5	Jk - 5	A
R. A. Riddell	5	Jk - 8	C
Ridgemount	5	Jk - 5	A
Ryckman's Corners	5	Jk - 3	A
Seneca	5	Jk - 6	A
Sir Allan MacNab	5	Secondary	D
Southview	5	TR & Adult Education	A
Westmount	5	Secondary	C
Westview	5	678	C

File: Area.All.rev.
Report: A area/tables

1989 06 21

Name of school	Area	Type	Catego
Westwood	5	Jk - 5	C
	.		
	.		
G. P. Vanier	6	Comp./Franco	C

BY CATEGORY

File: Categor.all.rev
Report: A area/tables
1989 06 21

O	Category	Name of school	Type	Ar
A		Fairview	TR & Adult Education	1
A		Prince Philip	Jk - 5	1
A		Ryerson	6 - 8	1
A		Sir John A. MacDonald	Secondary	1
A		Scott Park	Secondary	2
A		Briarwood	Vocational	2
A		Glen Echo	Jk - 5	3
A		Lake Avenue	Jk - 8	3
A		Red Hill	Jk - 6	3
A		Viscount Montgomery	Jk - 8	3
A		Woodward	Jk - 5	3
A		Comley	Jk - 3	4
A		Fernwood Park	Jk - 5	4
A		Huntington Park	Jk - 5	4
A		Lisgar	Jk - 5	4
A		Richard Beasley	Jk - 5	4
A		Sherwood	Secondary	4
A		Vern Ames	JK - 5	4
A		Cardinal Heights	678	4
A		Thornbrae	Jk - 5	4
A		Vincent Massey	TR & Adult Education	4
A		Caledon	Voc/Lower Level	5
A		Eastmount Park	Jk - 5	5
A		G. L. Armstrong (Inverness wing)	Jk - 5	5
A		Queensdale	Jk - 5	5
A		Ridgemount	Jk - 5	5
A		Ryckman's Corners	Jk - 3	5
A		Buchanan Park	Jk - 5	5
A		James MacDonald	Jk - 6	5
A		Mountview	Jk - 5	5
A		Seneca	Jk - 6	5
A		Southview	TR & Adult Education	5
B		Westdale	Secondary	1
B		Parkview	Vocational	2
B		Rosedale	Jk - 5	3
B		Sir Isaac Brock	Jk - 5	3
B		Sir Winston Churchill	Secondary	3
B		Franklin Road	Jk - 5	4
B		Crestwood	Vocational	4
B		Linden Park	Jk - 5	4

File: Categor.all.rev
Report: A area/tables
1989 06 21

O	Category	Name of school	Type	Ar
	B	Holbrook	Jk - 6	5
	.			
	.			
	C	Ainslie Wood	Vocational	1
	C	Bennetto	678	1
	C	Centennial	Jk - 5	1
	C	Dalewood	678	1
	C	Dr. J. E. Davey	JK - 5	1
	C	G. R. Allen	JK - 5	1
	C	Hess Street	Jk - 6	1
	C	Strathcona	Jk - 6	1
	.			
	C	A. M. Cunningham	Jk - 5	2
	C	W. H. Ballard	Jk - 8	2
	.			
	C	Albion	Vocational	3
	C	Elizabeth Bagshaw	Jk - 8	3
	C	Glen Brae	678	3
	C	Glendale	Secondary	3
	C	Hillsdale	Jk - 5	3
	.			
	C	Barton	Secondary	4
	C	Burkholder	678	4
	C	C. B. Stirling	Jk - 8	4
	C	Hampton Heights	678	4
	C	Lawfield	678	4
	C	Hill Park	Secondary	4
	C	Pauline Johnson	Jk - 5	4
	.			
	C	Caledon	Phoenix/Alter Ed	5
	C	Chedoke	678	5
	C	Norwood Park	K-6 French Immersion o	5
	C	R. A. Riddell	Jk - 8	5
	C	Westmount	Secondary	5
	C	Westview	678	5
	C	Westwood	Jk - 5	5
	.			
	C	G. P. Vanier(Agnes Macphail)	Comp./Franco	6
	.			
	.			
	D	Allenby	Jk - 5	1
	D	Central	Jk - 5	1
	D	Earl Kitchener	Jk - 5	1
	D	Queen Victoria	Jk - 5	1
	D	Tweedsmuir	678	1
	D	Stinson	Jk - 5	1
	.			
	D	Robert Land	Jk - 5	2
	D	Adelaide Hoodless	Jk - 8	2
	D	Delta	Secondary	2

File: Categor.all.rev
Report: A area/tables 1989 06 21

O	Category	Name of school	Type	Ar
	D	Gibson	Jk - 6	2
	D	King George	Jk - 6	2
	D	Lloyd George	Jk - 5	2
	D	Memorial	Jk - 8	2
	D	Prince of Wales	Jk - 8	2
	D	Queen Mary	Jk - 8	2
	D	Sanford Avenue	Jk - 5	2
	D	Fairfield	Jk - 5	2
	.			
	D	Hillcrest	678	3
	D	Parkdale	Jk - 5	3
	D	Roxborough Park	Jk - 5	3
	.			
	D	Peace Memorial	Jk - 5	5
	D	G. L. Armstrong	Jk - 8	5
	D	Sir Allan MacNab	Secondary	5

MINISTRY OF EDUCATION: QUICK CHECKLIST

Walks

☐ Are they a minimum of 1530 mm (5 ft.) wide?

☐ Are they surfaced with a non-slip material?

☐ Do they have a maximum grade of 1:20?

☐ Do they have resting places?

Parking

☐ Will parking be required?

☐ Is it convenient?

☐ Is it paved?

☐ Is the parking space at least 3660 mm (12 ft.) wide?

Ramps

☐ Do they have a gradient of 1:15? 1:12?

☐ Do they have a minimum width of 920 mm (3 ft.)?

☐ Do they have curbs and handrails?

Entrance

☐ Is the access point for the disabled signposted?

☐ Is there easy access to the building through at least one entrance?

☐ Is there an unloading dock? Is it possible for the disabled to use it to gain access to the building?

Doors

☐ Does the entrance door have a clear opening of at least 800 mm (2 ft. 8 in.)?

☐ Does the entrance door have delayed-action closers?

☐ Are doormats recessed flush with the floor?

☐ Do internal doors have a clear opening of at least 760 mm (2 ft. 6in.) free of protruding hardware?

Stairs

☐ Do they have open risers or projecting noses?

☐ Do they have a non-slip surface?

Handrails

☐ Are they continuous?

☐ Do they come to an abrupt end?

☐ Are the wall surfaces behind the handrails smooth-textured?

Elevator

☐ Is there one?

☐ Can the controls be easily reached from a wheelchair?

☐ Is it automatically self-levelling?

Main Washrooms

☐ Is there a toilet compartment at least 1530 mm (5 ft.) wide and 1530 mm (5 ft.) deep?

☐ Does the door swing outwards?

☐ Does the compartment include grab bars?

☐ Is the toilet wall-mounted?

☐ Is there a wall-mounted wash basin?

☐ Does it have single-lever faucets?

☐ Are exposed hot pipes covered or insulated?

Showers

☐ Is there one?

☐ Can it be used both sitting and standing?

☐ Does it have grab bars of appropriate size and type at specified heights and angles?

☐ Is the water temperature regulated?

Water Fountains

☐ Are they two-level?

☐ Are they fully recessed?

☐ Are they easy to operate?

Hazards

Have the following been avoided or modified?

☐ catch basins

☐ manhole covers

☐ loose carpets

☐ changes of level

☐ slippery floors

☐ protruding objects

☐ rough-textured surfaces

Alarms and Signals

☐ Are both visible and audible alarm signals and messages provided?

☐ Are exit doors accessible to the disabled?

SUMMARY OF RECOMMENDATIONS

(1987)

ACCESSIBLE SCHOOLS

1. That Category A and B schools be upgraded to meet the Ministry of Education suggested requirements for disabled students through a three year Board plan which takes into account necessary financial arrangements.

2. That Category C schools have an additional two year time frame for upgrading. Where necessary, appropriate lifting devices may be purchased by the Board to extend the accessibility of these schools.

3. That whenever a disabled, but not wheelchair bound, child from within the catchment area of a Category D school is presented for enrolment at the school there be consultation with the parent, principal, appropriate therapist and consultant to discuss the student's intellectual needs, physical capacities and the barriers of the school.

4. That a current list of the major school physical barriers, by school area, be prepared by the Building Administrator on a regular basis, to be shared with:
   - concerned parents
   - special education department
   - principals
   - area superintendents
   - consultants
   - SEAC

   The Ministry of Education checklist (see Appendix 1) will be used to compile information about Category A, B, and C schools.

NEW SCHOOLS, ADDITIONS, RENOVATIONS

5. That in the provision of new buildings, additions and renovations, the Board will strive to meet the Ministry of Education's suggested requirements for disabled students as listed in Appendix 1.

FIRE PROCEDURES AND THE DISABLED

6. The school fire procedures for disabled persons be amended so that local conditions and particular disabilities and needs can be properly addressed:

   .Each school with disabled persons will develop its own school evacuation plan in consultation with the Fire Department's School Liaison Officer.

   .The disabled person's therapist, appointed through Home Care, be involved in the planning.

   .Each year a list of schools that will be housing disabled persons in September be sent to the Fire Department School Liaison Officer in June so that fire plans can be checked and revised.

   .The Board take legal advice on the question of able bodied students or staff helping disabled persons in a fire alarm situation, and that parents be informed if their children have been asked to assist disabled persons during an emergency.

.The parents of disabled students be informed of the evacuation procedures in the school their child is attending.

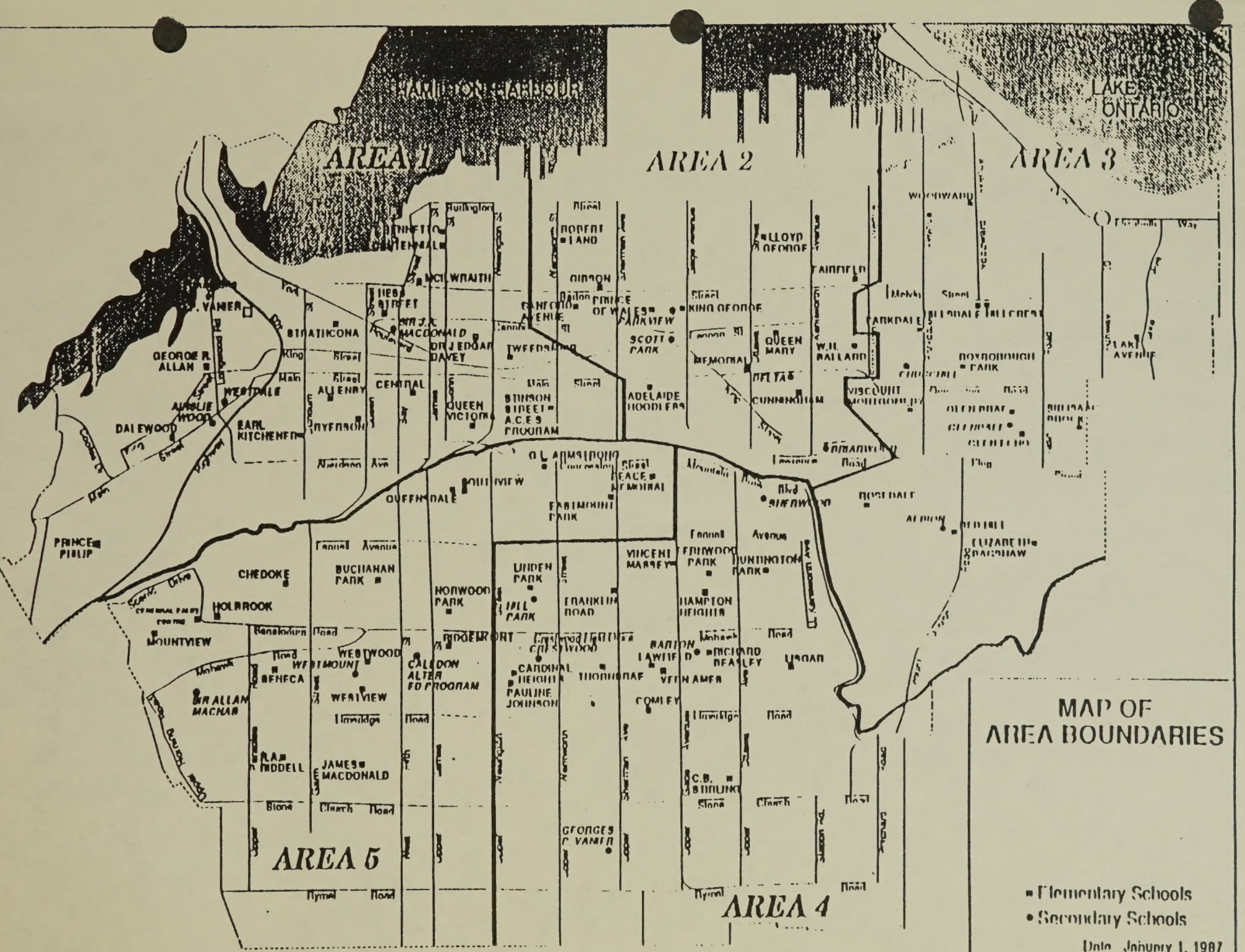
.The Board purchase a suitable evacuation device where circumstances deem it necessary for fire evacuation plans in any school on the recommendations for the Schools' Fire Prevention Officer and the student's Home Care Worker.

LONG TERM PLANNING

7. That there be an annual collection of statistics of disabled persons within the system to be presented for information to SEAC and the implementation of a tracking mechanism.

DISABLED STAFF

8. That this report be shared with the teachers' federations and other staff associations, indicating that staff should pursue accessibility difficulties with the Affirmative Action Co-ordinator.


HAMILTON HARBOUR
LAKE ONTARIO
AREA 1
AREA 2
AREA 3
AREA 4
AREA 5
MAP OF
AREA BOUNDARIES
▪ Elementary Schools
• Secondary Schools
Date January 1, 1987

CA4ONHBLW26
A35

AGENDA

OPERATIONS MANAGEMENT COMMITTEE

1989 11 07

Confirmation of the minutes of the last regular meeting and special meeting of 1989 09 21.

URBAN MUNICIPAL
NOV 15 19
GOVERNMENT DOCUMENTS

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Report re Proposed programs and current renovations - Parkview School (Accommodation Report - 1989 06 29)
2. Asbestos in our Buildings: Update

NEW BUSINESS:

1. Report on Short Term Investments. - Pages A1 to D1
2. Cash Flow - Pages E1 to H1
3. Debenture for Sir Wilfrid Laurier - Page 1
4. Tenders - Renovations to Elizabeth Baghsaw (formerly Albion) School - Page 2
5. Report from Officials re Accessing Canada Pension Funds for School Construction
6. Phase IV Report: Technological Studies - Pages 3 to 10
7. Report re Delta Programs and Renovations for 1990 09 01 - Pages 11 to 25
8. Report of the Special Education Advisory Committee - Page 26
9. Special Education Advisory Committee Members - Representative from the Hamilton and District Association for the Mentally Retarded. - Page 27
10. Report of the Supervised Alternative Learning for Excused Pupils Committee - Pages 28 and 29

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 30
2. Request from Sir Allan MacNab Secondary School re naming of sports field. - Pages 31 and 32

1989 11 07

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

I am pleased to present the Short Term Investments report for October, 1989.

REVENUE FUND

Interest earned to date in 1989 amounts to $905,942 vs $472,286 in 1988. Accrued interest earnings for the year are estimated at $1,015,000 vs $638,878 earned in 1988.

CAPITAL RESERVE FUND

Interest earned to date in 1989 amounts to $692,429 vs $521,303 in 1988. Accrued interest earnings for the year are estimated at $780,000 vs $656,053 earned in 1988.

RETIREMENT GRATUITY RESERVE FUND

Interest earned to date in 1989 amounts to $647,473 vs $505,451 in 1988. Accrued interest earnings for the year are estimated at $770,000 vs $623,388 earned in 1988.

Prepared by: Diane Rankine
Financial Analyst

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board

DR/jm

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE MONTH OF OCTOBER 1989

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-t	480,000	07/28/89 - 10/02/89	12.130%	10,528	319
	BNS-t	100,000	07/28/89 - 10/06/89	12.100%	2,321	199
	BC-t	1,080,000	07/28/89 - 10/10/89	12.110%	26,516	3,583
	TD-t	250,000	08/03/89 - 10/10/89	12.125%	5,647	830
	TD-t	150,000	08/04/89 - 10/10/89	12.000%	3,304	493
	TD-t	200,000	08/18/89 - 10/10/89	12.125%	3,521	664
	BNS-t	3,850,000	08/28/89 - 10/10/89	12.200%	55,335	12,868
	BNS-t	600,000	08/28/89 - 10/11/89	12.200%	8,824	2,206
	BNS-t	1,000,000	08/28/89 - 10/12/89	12.200%	15,041	4,011
	BNS-t	250,000	08/28/89 - 10/13/89	12.200%	3,844	1,086
	BNS-t	350,000	08/28/89 - 10/16/89	12.200%	5,732	1,872
	BNS-t	100,000	08/28/89 - 10/20/89	12.200%	1,772	668
	BNS-t	600,000	08/28/89 - 10/23/89	12.200%	11,231	4,613
	BNS-t	500,000	08/28/89 - 10/24/89	12.200%	9,526	4,011
	TD-t	100,000	10/19/89 - 10/24/89	11.700%	160	160
	BNS-t	500,000	08/28/89 - 10/25/89	12.200%	9,693	4,178
	BNS-t	800,000	08/28/89 - 10/26/89	12.200%	15,776	6,952
	BNS-t	100,000	08/28/89 - 10/30/89	12.200%	2,106	1,003
	BNS-t	250,000	08/28/89 - 10/31/89	12.200%	5,348	2,590
	TD-t	150,000	08/31/89 - 10/31/89	12.000%	3,008	1,529
	BC-m	1,050,000	09/07/89 - 10/31/89	12.200%	18,952	10,880
TOTAL REVENUE FUND MATURITIES		$12,460,000				
INVENTORY	TD-t	150,000	09/18/89 - 11/01/89	12.000%	2,170	1,529
	BC-m	350,000	09/21/89 - 11/01/89	12.050%	4,737	3,582
	BNS-t	100,000	09/21/89 - 11/03/89	11.600%	1,367	985
	BC-m	500,000	09/21/89 - 11/08/89	12.050%	7,923	5,117
	BC-m	1,300,000	09/21/89 - 11/09/89	12.050%	21,030	13,305
	BC-m	1,000,000	09/21/89 - 11/10/89	12.050%	16,507	10,234
	BNS-t	1,125,000	09/28/89 - 11/10/89	12.150%	16,103	11,609
	BC-m	1,400,000	10/05/89 - 11/10/89	12.150%	16,777	12,117
	BC-m	400,000	10/10/89 - 11/10/89	12.000%	4,077	2,762
	BC-m	300,000	10/12/89 - 11/10/89	12.000%	2,860	1,874
	BNS-t	200,000	10/16/89 - 11/10/89	11.700%	1,603	962
	BNS-t	200,000	10/19/89 - 11/10/89	11.750%	1,416	773
	BC-m	300,000	10/19/89 - 11/14/89	12.000%	2,564	1,184
	BC-m	560,000	10/19/89 - 11/15/89	12.000%	4,971	2,209
	BNS-t	100,000	10/19/89 - 11/17/89	11.750%	934	386
	BC-m	250,000	10/19/89 - 11/20/89	12.050%	2,641	990
	BC-m	1,440,000	10/19/89 - 11/23/89	12.160%	16,791	5,757
	BNS-t	650,000	10/28/89 - 11/24/89	12.150%	5,842	649
	BNS-t	500,000	10/28/89 - 11/27/89	12.150%	4,993	499
	BNS-t	200,000	10/28/89 - 11/30/89	12.150%	2,197	200
TOTAL REVENUE FUND INVENTORY		$11,025,000	REVENUE FUND INTEREST EARNED THIS MONTH			$141,[illegible]
			REVENUE FUND INTEREST EARNED THIS YEAR			$905,942

1989 11 07

PORTFOLIO SUMMARY (Continued)

CAPITAL RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BC-m-S	1,303,000	07/17/89 - 10/16/89	12.210%	39,665	6,974
	BC-t-E	1,322,000	08/15/89 - 10/16/89	12.150%	27,284	7,041
TOTAL CAPITAL FUND MATURITIES		$2,625,000				
INVENTORY	BC-t-S	915,000	08/15/89 - 11/15/89	12.130%	27,975	9,427
	BC-m-S	2,110,000	09/18/89 - 11/15/89	12.200%	40,905	21,863
	BNS-t-E	997,000	09/16/89 - 11/15/89	11.750%	19,257	9,950
	BNS-t-S	1,346,000	10/16/89 - 12/15/89	11.800%	26,109	6,527
TOTAL CAPITAL FUND INVENTORY		$5,368,000	CAPITAL FUND INTEREST EARNED THIS MONTH			$61,782
			CAPITAL FUND INTEREST EARNED THIS YEAR			$692,429

PORTFOLIO SUMMARY (Continued) Page 3

RETIREMENT GRATUITY RESERVE FUND

		AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS MONTH
MATURITIES	BNS-t	1,518,000	07/10/89 - 10/16/89	11.950%	48,705	7,952
	TD-t	1,374,000	07/20/89 - 10/16/89	12.150%	40,249	7,318
TOTAL RESERVE FUND MATURITIES		$2,892,000				
INVENTORY	BC-t	1,590,000	08/15/89 - 11/15/89	12.130%	48,613	16,380
	BC-m	280,000	09/05/89 - 11/15/89	12.150%	6,618	2,889
	BNS-t	1,000,000	10/16/89 - 12/15/89	11.800%	19,397	4,849
	BC-m	1,566,000	09/18/89 - 12/28/89	12.180%	52,780	16,200
	BNS-t	1,984,000	10/16/89 - 01/17/90	11.800%	59,650	9,621
TOTAL RESERVE FUND INVENTORY		$6,420,000	RESERVE FUND INTEREST EARNED THIS MONTH			$65,209
			RESERVE FUND INTEREST EARNED THIS YEAR			$647,473
TOTAL PORTFOLIO		$22,813,000	TOTAL PORTOLIO INTEREST EARNED THIS MONTH			$268,
			TOTAL PORTFOLIO INTEREST EARNED THIS YEAR			$2,245,844
			TOTAL PORTFOLIO INTEREST TO DATE - 1988			$1,499,040
			TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1988			$746,804

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

1989 11 07

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

I am pleased to present the Cash Flow report as at 1989 10 31. This report is based upon the approved budget of $221,206,171.

REVENUE FUND

Cash receipts are forecasted as follows by source:

Levy receipts from the City of Hamilton are according to the City's letter of 1989 05 19.

Grant receipts from the Province of Ontario are being received according to the Ministry memorandum B3, 1989 02 14.

Cash receipts of miscellaneous revenues are estimated in accordance with last year's experience.

Expenditures have been planned in accordance with expectations based upon the approved 1989 Budget.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1989 are investment interest earnings, Site Sales, and a transfer from the Revenue Fund.

The major Capital fund expenditures for 1989 are Lincoln Alexander, G. R. Allan addition, Renovation Program and Norwood renovation.

Prepared by: Diane Rankine
Financial Analyst

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board

DR/jm

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

R E V E N U E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & (BORROWED)	
ACTUAL							
Balance Forward 1989 01 01				$16,102	16,475	(373)	-
January	14,296	18,424	(4,128)	11,974	12,100	(126)	-
February	14,531	19,262	(4,731)	7,243	7,350	(107)	-
March	14,120	19,540	(5,420)	1,823	2,050	(227)	-
April	24,928	19,683	5,245	7,068	7,150	(82)	-
May	24,010	20,975	3,035	10,103	10,875	(772)	-
June	18,859	21,249	(2,390)	7,713	8,100	(387)	-
July	18,528	12,809	5,719	13,432	13,430	2	-
August	13,100	8,539	4,561	17,993	18,320	(327)	-
September	18,225	19,720	(1,495)	16,498	16,885	(387)	-
October	16,858	22,377	(5,519)	10,979	11,025	(46)	-
FORECAST							
November	17,539	23,100	(5,561)	5,418	5,418		
December	28,223	23,514	(4,709)	10,127	10,127		
TOTAL	223,217	229,192					

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1989 PROJECTED CASH FLOW

REVENUES (000'S)

MONTH	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS	TOTAL
ACTUAL				
January	$ 9,827	3,675	794	14,296
February	9,840	3,764	927	14,531
March	9,443	3,645	1,032	14,120
April	9,823	8,528	6,577	24,928
May	10,915	12,020	1,075	24,010
June	10,996	5,710	2,153	18,859
July	10,995	6,599	934	18,528
August	10,995	1,283	822	13,100
September	10,995	4,874	2,356	18,225
October	10,995	4,813	1,050	16,858
FORECAST				
November	10,995	4,874	1,670	17,539
December	17,145*	5,373	5,705	28,223
TOTAL	132,964	65,158	25,095	223,217

*Includes payments in lieu, telephone and telegraph, and supplementary taxes.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

C A P I T A L R E S E R V E F U N D

1989 CASH FLOW

(000'S OMITTED)

MONTH	REVENUE	EXPENDITURE	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN OTHER & LOANED
ACTUAL						
Balance Forward 1989 01 01				$7,643	7,636	7 -
January	73	184	(111)	7,532	7,525	7 -
February	129	227	(98)	7,434	7,398	36 -
March	753	343	410	7,844	7,189	655 -
April	490	98	392	8,236	8,231	5 -
May	98	366	(268)	7,968	7,964	4 -
June	74	1,279	(1,205)	6,763	6,756	7 -
July	80	216	(136)	6,627	6,621	6 -
August	47	293	(246)	6,381	6,371	10 -
September	1,066	1,790	(724)	5,657	5,650	7 -
October	67	351	(284)	5,373	5,368	5 -
FORECAST						
November	88	1,039	(951)	4,422	4,422	- -
December	226	487	(261)	4,161	4,161	- -
TOTAL	3,191	6,673				

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1989 11 07

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: **DEBENTURE FOR SIR WILFRID LAURIER ELEMENTARY SCHOOL**

The Board cost of this project was approved on 1989 02 16 to be financed by the issuance of debentures.

The estimated total cost of this project, as approved by the Ministry of Education and the Ontario Municipal Board excluding furniture and equipment, is $6,968,000. The Ministry of Education has agreed to contribute $3,597,000 towards this cost, leaving the balance of $3,371,000 as the net cost to be debentured.

Accordingly, it is recommended that the following application for a debenture issue to finance the net cost of construction for Sir Wilfrid Laurier Elementary School, be approved.

RECOMMENDATION:

THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of three million, three hundred and seventy-one thousand dollars ($3,371,000), for the construction of Sir Wilfrid Laurier Elementary School on Albright Road, in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth, with repayment term not to exceed fifteen (15) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith A. Rielly, Director of Education and Secretary

1989 11 01

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Re: Tenders - Renovations to Elizabeth Bagshaw (formerly Albion) School

Ladies & Gentlemen:

Tenders were advertised for the above project and the following prices were received:

Canadian Engineering & Contracting Co. Limited	$2,823,544
Valley Town Construction Limited	2,920,000
Martin-Stewart Contracting Limited	2,931,900
Falla Construction Ltd	3,000,000
Harm Schilthuis & Sons Limited	3,048,873
The Frid Construction Company Limited	3,074,500

The Superintendent of Plant recommends that the tender of Canadian Engineering & Contracting Co. Limited be accepted and that a contract be awarded in the amount of $2,823,544 and that application for final approval be submitted to the Ministry of Education and the Ontario Municipal Board.

Tender	$2,823,544
Fees, Permit, Asbestos allowance and Contingency	640,000
Furniture & Equipment	75,000
Cost of Project	$3,538,544

Recommendation:

That a contract be awarded for the renovations of Elizabeth Bagshaw (formerly Albion) to Canadian Engineering & Contracting Co. Limited in the amount of $2,823,544.

Prepared and submitted by: R. T. Orlando

Approved by: K. A. Rielly.

Education Centre
100 Main Street West
Hamilton, Ontario

1989 11 07

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Attached for your information and approval is the annual report of the Technological Studies Five-Year Renewal Plan.

INTRODUCTION

Phase III of our plan is being completed and now we are looking forward to making Technological Studies a continued success with Phase IV.

This will be achieved by continuing to purchase hi-tech and conventional equipment, renovating shops to complement the new technologies, relocating equipment and in-servicing our teachers to best deliver the new programs.

This plan provides consistency in quality of equipment and program, while offering diversity among schools.

TABLE OF CONTENTS

Outcomes from Phases I, II, III.....iii

Major Objectives for Phase IV.....iv

Issues and Concerns/Implications.....vi

Conclusion.....vii

Recommendations.....viii

OUTCOMES FROM PHASE 1, II, III

- ***DRAFTING*** - has been re-established as a viable program.

- ***DESIGN & TECHNOLOGY*** - Successfully introduced in 1987 at Westdale, it now has been introduced into several schools.

- ***HOME MAINTENANCE & REPAIR*** - Has become one of our most successful new courses through out the system.

- ***COMMUNICATIONS*** - This new course is being introduced at Sherwood in September 1989 and has been well received.

- ***MANUFACTURING*** - This new course is showing promise of reviving Machine Shop in our schools.

- ***WOODSHOPS*** - All schools obtaining new woodshops have reported high enrolment in the program.

- ***FLUID POWER*** - Our first Technical O.A.C. was introduced at Sir Allan MacNab in 1988 and is being well received in 1989.

- ***RENOVATIONS*** - Many labs and shops received ventilation systems and alterations were made to reflect the new direction and new technologies.

- ***RELOCATION*** - Equipment in our system has been successfully relocated to give our system greater balance.

- ***CURRICULUM*** - In all three phases curriculum has been written. This reflexes the progressive nature of our programs.

- ***MINISTRY OF EDUCATION*** - Hamilton writers have produced two courses for the Ministry - **COMMUNICATIONS** and **MANUFACTURING**. As a result we are currently piloting these programs for the Ministry.

MAJOR OBJECTIVES FOR PHASE IV

SCHOOL AND AREA LEVEL

- Each Technological Studies Head has developed a long-range plan for implementing new programs in the school.
- Principals and Superintendents of Schools will work with the Heads to co-ordinate these plans by area.
- Heads will be in-servicing teachers.

SYSTEM LEVEL

1. Establishing shops that reflect the new technologies:
   - Communications
   - Construction
   - Manufacturing
   - Transportation
   - Services.
2. Continuing to establish multi-purpose shops in all secondary schools for intermediate students.
3. Continuing to renovate shops and relocate equipment.
4. Continuing Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) systems.
5. Continuing the implementation of Communications by adding the program in two or three additional schools.
6. Continuing the implementation of Manufacturing by adding the program to three more schools.
7. Writing new curriculum for Transportation and Construction.
8. Providing staff development for heads and teachers:
   - team building
   - planning skills
   - program specific in-service
   - visiting and presenting to other systems

(Major Objectives for Phase IV - continued...)

COMMUNITY LEVEL

1. School Workplace Apprenticeship Program
   - Presenting a proposal to the Ministry and Board
   - Possible laboratory for Principles of Technology (1991)

2. Technological Showcase at the Hamilton Convention Centre (May 2-4, 1990)
   (as approved May, 1989)

3. Skills Olympics
   - Running a contest for students in the Hamilton system, declaring school and city champions.
   - Skills Canada has proposed that the Provincial Skills Olympics be held in the Copps Coliseum, April 28, 1990.
     (to be confirmed)

ISSUES & CONCERNS	IMPLICATIONS
• New technologies/programs cannot be offered in a similar fashion in all schools.	• Student movement, boundaries, transportation and possible competition between schools for students.
• Renovation and ventilation costs.	• Cannot be covered adequately by our current renewal plan.
• New Technologies - Communications - Construction - Manufacturing - Services - Transportation	• Restructuring costs and start-up costs are too expensive for current renewal plan.
• Planning for the new technologies.	• In-service workshops for: - Technical Heads - Technical Departments - School - Area - System
• Community and industry input	• Could result in lower cost for school boards.
• Ministry funding ($60 million) (announced as part of the Throne Speech, April 1989)	• Criteria for allocation not formally defined.
• Service programs : - Baking - Hospital Services - Cosmetology - Restaurant Services - Horticulture - Quantity Foods - Food Preparation - Textile Maintenance and Services - Sewing and Clothing Construction	• Must be addressed in consultation with Family Studies.

CONCLUSION

New technical courses, new directions and a new co-operative atmosphere with industry and colleges gives an optimistic outlook for the future of Technological Studies. The Board of Education for the City of Hamilton is a leader in the new approach to Technological Studies and continues to provide provincial leadership. Examples include:

- increasing student enrolment in Technological Studies.
- presenting workshops/seminars and in-service for other Boards of Education.
- writing curriculum for the Ministry in the new technologies.
- working with Skills Canada and competing in the Skills Olympics.
- piloting the new technologies for the Ministry of Education.
- promoting Technological Studies, e.g., Showcase '90.

We are also actively involved with industry and business by:

- presenting a seminar for Industry (November 24, 1989)
- participating on Advisory Committees.
- presenting to Skills Training Advisory Committee (S.T.A.C.) and all the S.T.A.C. sub-committees the new directions in Technological Studies.

We will continue our progressive pursuit in Technological Studies. The five-year renewal plan is moving ahead and we are working toward more relevant programs aimed at satisfying present and future needs for our students.

RECOMMENDATIONS

1. That Phase IV of the Five-Year Plan be received for information.

2. That an amount of $280,000 be allocated in the 1990 budget to implement Year Four of the plan.

3. That the plan for the ensuing years continue to be subject to annual program and budget review.

Prepared by: J. Kerr, Technological Studies Co-ordinator

Submitted by: G. Rappolt, Assistant Superintendent of Curriculum

Approved by: K. Rielly, Director of Education

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

P.O. Box 558, Hamilton, Ontario L8N 3L1

Telephone: (416) 527-5092
Fax Number: (416) 5212536

Area Two Office

Education Centre
100 Main Street West
Hamilton, Ontario L8N 3L1

October 31, 1989

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen

Attached for your information is a report on the Delta 1990 project and the expansion of Parkview as a co-educational vocational school.

RECOMMENDATIONS:

1) That the programme plan for Delta be approved.

2) That the programme plan for Parkview be approved.

Prepared by: N. Nicholls, Area II Superintendent

Submitted by: N. Nicholls, Area II Superintendent

Approved by: K. Rielly, Director of Education

BACKGROUND

(1) Thursday, February 16, 1989
The Board approved "That a co-educational program, integrated with the composite secondary school at Delta be established in September, 1990".

Integrated programme means

a) a complete programme which exists at all 3 levels and is housed within a composite school.

b) within one class, different levels of achievement are possible through the use of a variety of learning strategies.

(2) The Board on July 20, 1989 approved:

(i) That Parkview Secondary School become a co-educational facility in September, 1990.

(ii) That Briarwood Secondary School close as a vocational facility in June of 1990.

(iii) That students of Briarwood Secondary School be relocated to Delta, Parkview or Ainslie Wood according to their program choices.

IMPLICATIONS OF ACCOMMODATION DECISIONS FOR SEPTEMBER, 1990

- Four schools are involved in the implementation of the decisions requested for September 1990.

- Delta is the focus school where basic, general and advanced programmes will be offered.

- With Briarwood closing, Parkview needs to become co-educational to provide programme for students that need the small school, congregated basic class design.

- The renovations required for program delivery at Delta necessitate the return of the A.M. Cunningham students to their own building and the completion of the approved A.M. Cunningham addition by September 1990.

RATIONALE - DELTA 1990

In September, 1990, Delta will become a unique secondary school for the Hamilton Board of Education, offering a full programme at all three levels of difficulty.

All students will be able to receive instruction in a wide range of technological subjects as well as accessing academic subjects in both congregated and integrated classes. This design should enable all students to select appropriate subject choices to meet their needs and goals.

It is expected that more than one half of the Briarwood students and a smaller percentage of Parkview students will register at Delta for September, 1990.

Reducing the dropout rate through a career-based philosophy is a major aim. The in-school support system, LRT (Learning Resource Teacher), SERT (Special Education Resource Teacher), guidance services will be available to adequately service the special needs of the new Delta students. In addition, the programme integrates the new Ministry technological focus.

RATIONALE - PARKVIEW

With the closing of Briarwood on June, 1990, Parkview will open as a co-educational vocational secondary school. This is consistent with the Ministry's philosophical direction in OSIS regarding co-educational education.

In order to prepare for female students entering Parkview, suitable programme and accommodation must be available.

The proposed programme is found in Appendix F.

IMMEDIATE CONCERN

The course selection booklet for the system for the year 1990-91 will be completed in early November and available to the schools prior to Christmas.

The new programme for Delta and Parkview must be included in this system booklet to enable students to make appropriate course selections for September, 1990.

The proposed programme for Delta and Parkview contained in the report needs approval in order to meet the November deadline for course offerings for the next school year.

ORGANIZATIONAL PLAN

PROGRAMME

- Full basic programme in Math, English will be offered to all grades - see appendix A.

- Other departments will choose whether to offer basic and general level programmes in an integrated or congregated class structure in consultation with the principal and co-ordinator of that subject - see appendix A.

- Delta shall comply with core requirements for advanced level courses in accordance with Board policy for composite school programming.

- Curriculum required for programme will be developed or acquired in co-operation with the Curriculum Department and in consultation with the Delta staff.

- The technical programme will reflect the new Ministry focus and will be consistent with our Board's new Technological Studies Plan. Courses will be offered, where possible, in an integrated learning mode - see appendix B, C, D.

- Programme areas affected are exhibited in appendix F.

STUDENT POPULATION

- Efforts will be made to maintain a proportion of basic to general and advanced at a ratio of 30 to 70.

- Priority for initial admission into basic or integrated courses will be given to students residing in Areas 2 and 3. Other areas may access Delta as space permits.

- Students currently enrolled at Parkview will have the option of enrolling at Delta.

- Students presently enrolled at Briarwood will have the option of attending Delta, Parkview and possibly Ainslie Wood to ensure a varied programme of basic and general courses.

STUDENT SERVICES

- Guidance Services will be organized to meet student needs. This will be accomplished by re-allocating staff.

AREA ORGANIZATION

- The campus concept, Parkview and Scott Park, will expand to meet student needs.
- Scott Park students will have the option of choosing certain technological programmes at Parkview not offered within their composite setting.
- Students may chose to spend a semester or part of a semester outside their home schools to obtain a wider choice of subject options.
- Delta, Scott Park and Parkview will need to co-operatively plan and develop co-ordinated, mutually beneficial programmes for the secondary students in Area II.

FURTHER IMPLICATIONS

- At Delta, the grounds, playing areas are currently unsuitable to a secondary school outdoor programme. The pavement is cracked, broken and unsafe.

- The additional space required for programme at Delta will be accomplished through the return of the A.M. Cunningham students.

- The archives scheduled for the Communications Shop at Delta will have to be re-located.

- The staffing implications of integrated classes will have to be reviewed.

FINANCIAL IMPLICATION

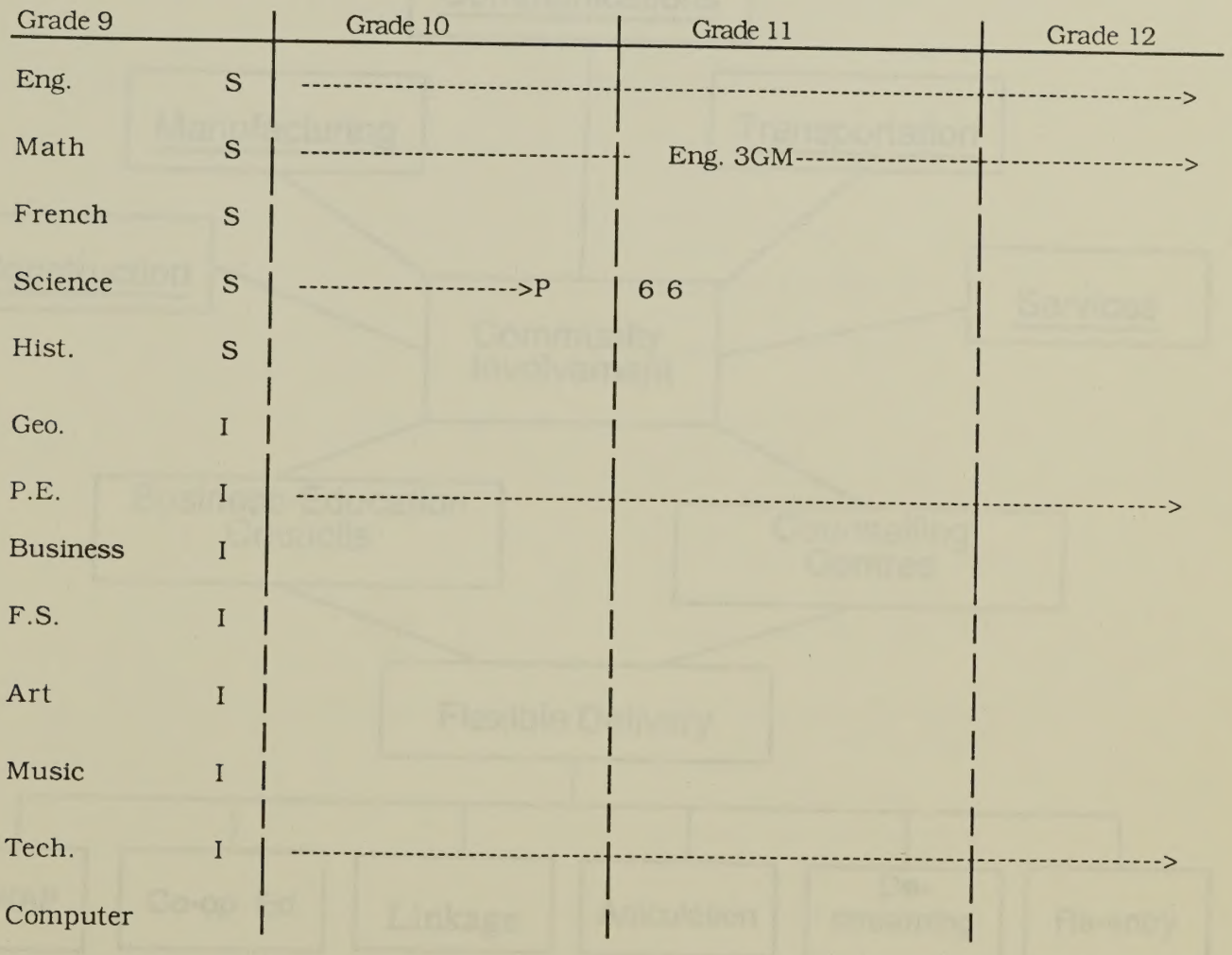
- It is estimated that the cost for renovations and equipment for Delta and Parkview will be approximately $1,700,000. Detailed cost estimates will be presented to the Operations Management Committee in either December or January.

  It is expected that the Ministry as part of its initiative to implement the Technological Programme will provide $100,000 for equipment.

DELTA SEPTEMBER 1990

APPENDIX A

Basic Level Program Proposal

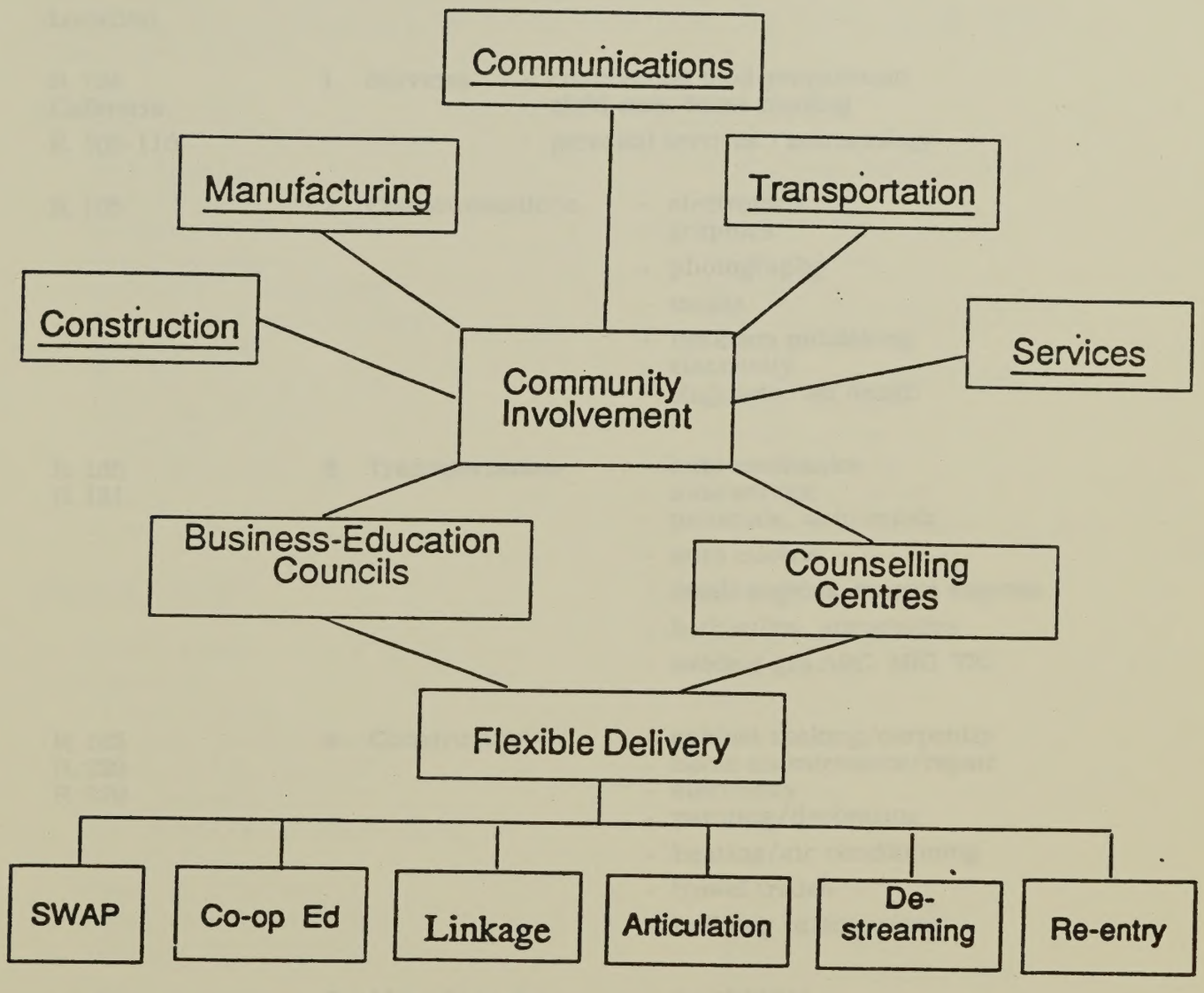


S = Congregated
I = Integrated

TECHNOLOGICAL STUDIES - THE WAY AHEAD

CONCENTRATE PROGRAM IN 5 AREAS:

APPENDIX B



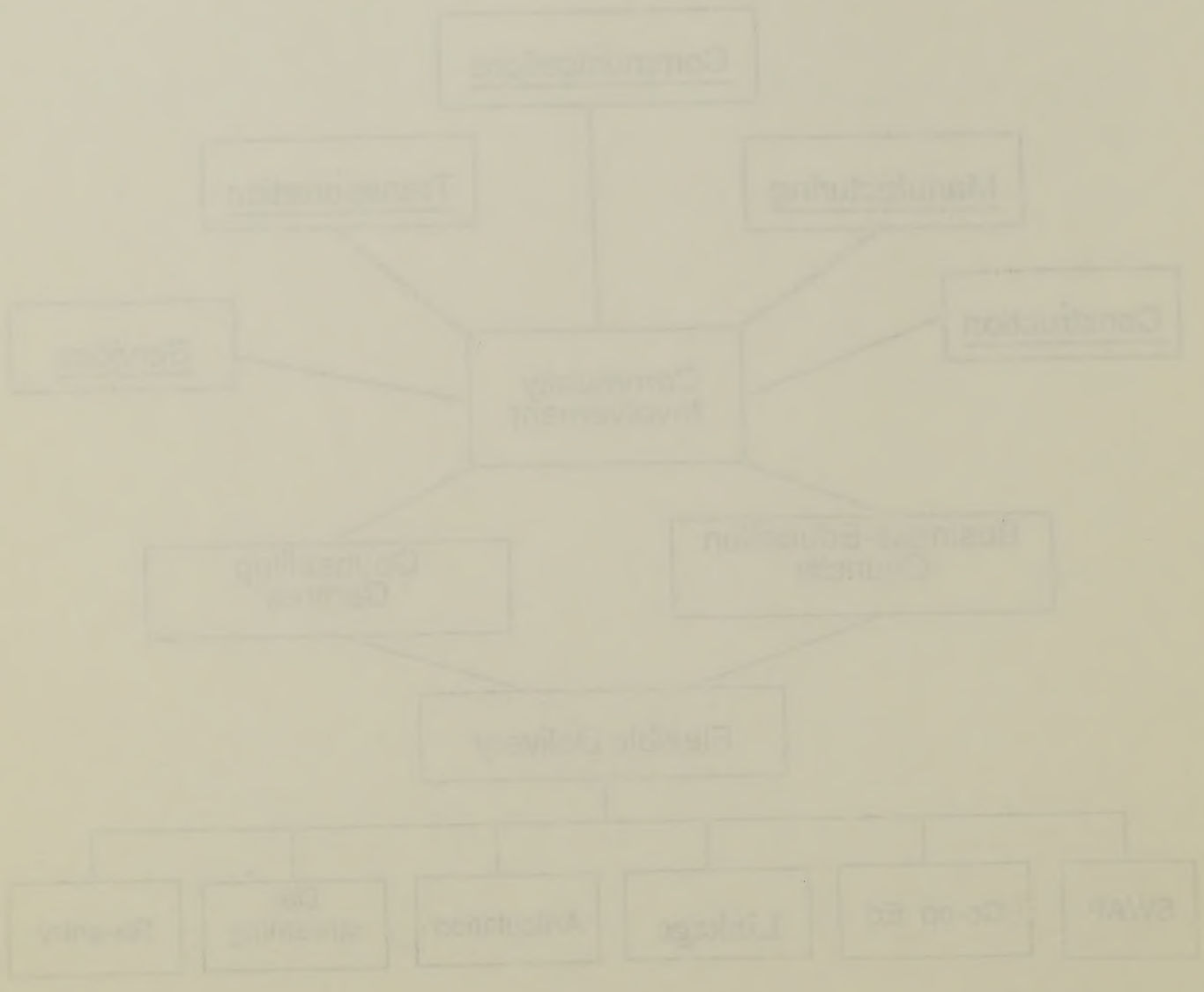
New Schools : One or more areas, based on community needs.

Existing Facilities : Evolve into program on needs basis through consolidation/expansion of equipment and plant.

Statement of Purpose : Involves community in determining needs.

Community Exchange : Allows for constant updating through exchange of ideas and personnel.

Gives local industry an opportunity to be involved in school activities through donation or loan of equipment.



DELTA

APPENDIX C

TECHNICAL PROGRAM

Location		
R. 104 Cafeteria R. 109-110	1. Services	- commercial food preparation - child care, home nursing - personal services - cosmetology
R. 105	2. Communications	- electronics - graphics - photography - media - desk-top publishing - electricity - stage sets - set design
R. 130 R. 131	3. Transportation	- auto mechanics - auto service - materials, auto repair - auto electric - small engines, marine engines - hydraulics, pneumatics - welding-gas ARC, MIG, TIG
R. 102 R. 228 R. 229	4. Construction	- cabinet making/carpentry - home maintenance/repair - electricity - painting/decorating - heating/air conditioning - trowel trades - building maintenance
R. 101	5. Manufacturing	- machining - welding - hydraulic-pneumatics-robotics - CAD/Blueprint reading - CAM - design studies - fabrication -plastics -foundry -spot welding
Use Specialized Shops as needed	6. Special Programs Design Technology (level III)	Wood, Machine, plastics, welding, integrated shop.

SUBJECT GROUPINGS

The range of 'subjects' taught within a grouping will vary according to local need. The following is a list of some of the possibilities. Non-technical courses may be integrated into the grouping as local conditions permit.

COMMUNICATIONS

- -Electronics
- -Drafting
- -Graphics
- -Photography
- -Computer Technology
- -Building Construction
- -Electricity
- -Design Studies, etc.
- -English (Media)
- -Dramatic Arts
- -Fashion Arts
- -Music
- -Art, etc.

CONSTRUCTION

- -Building Construction
- -Drafting
- -Elecricity
- -Electronics
- -Plumbing
- -Heating/Air Conditioning
- -Trowel Trades
- -Printing/Decorating
- -Sheet Metal
- -Landscaping
- -Horticulture
- -Design Studies
- -Building Maintenance, etc.

MANUFACTURING

- -Machining
- -Welding
- -Electronics
- -Hydraulics/Pneumatics
- -Industrial Control
- -Instrumentation
- -Principles of Technology
- -Drafting
- -Design Studies
- -Computer Technology
- -Blueprint Reading, etc.

TRANSPORTATION

- -Auto Mechanics
- -Auto Body
- -Auto Service
- -Electronics
- -Small Engines
- -Drafting
- -Electricity
- -Aircraft
- -Water Craft
- -Air Conditioning
- -Bicycle Repair
- -Farm Equipment, etc.

SERVICES

- -Food Services
- -Guiding/Tourism
- -Upholstery
- -Sewing/Textiles
- -Appliance Repair
- -Floral Design
- -Horticulture
- -Cosmetology
- -Home, Nursing Care
- -Child Care
- -Custodial Services
- -Restaurant Services

Appendix E

DELTA

ROOM	PROGRAMME
Room 102	Home Improvement
Room104	Personal Services
Room 101	Manufacturing
Room 105	Communications
Cafeteria Room 130/131	Food Services Transportation
Room 228/229	Construction
Room 230/231	Graphics/Drafting
Room 237	Music/Keyboarding
Room 236	Girls Health
Room 235	Weight Room
Room 234	P.E. Office
Room 233	Locker Room
Student Services	Guidance, Etc.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

APPENDIX F

PROGRAM SHEET

PARKVIEW

CO-ED FACILITY

SUMMARY

DESCRIPTION	QUANTITY
Cosmetology	1
Home Nursery and Health Care	1
Family Studies	1
Sewing/Tailoring	1
Floral Design	1
Washrooms - From boys to girls	2

Contingency - 10%

October 11, 1989

REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

Present: J. Bishop (Chairman), Trustees Desmarais, Mulholland and Clarke; Mesdames Dalziel, Dennis, Knol, Mazza, Oommen, Trott and Schram; Messrs. Foster and Harwood.

Also
Present: A. Mutart (Hamilton Teachers' Federation)

Officials
Present: P. Beveridge, Superintendent of Curriculum, Special and Educational Services
G. Rutledge, Controller
R. Adams, Co-ordinator of Special Education
J. DiLiberto, Administrative Assistant Curriculum and Special and Educational Services
S. Wilson, Transportation Officer

The Committee recommends:

GENERAL

1. That Dr. Dan Marshall be recommended as the representative of the Hamilton and District Association for the Mentally Retarded on the Special Education Advisory Committee.

2. That the Transportation Annual Report 1988/1989 be received for information.

3. That the report on Special Education Legislative Grants be received for information.

Respectfully submitted,

J. Bishop,
Chairman

Meeting Room,
1989 10 18

The Hamilton and District Association for the Mentally Retarded

191 YORK BLVD. • TELEPHONE 528-0281 • HAMILTON, ONTARIO L8R 1Y6

October 20, 1989

Mr. Keith Reilly,
Director,
The Board of Education for the City of Hamilton,
P.O. Box 558,
Hamilton, Ontario,
L8N 3L1.

Dear Mr. Reilly:

Please be advised that our Board of Directors has appointed Dr. Dan Marshall to the Special Education Advisory Committee.

Dr. Marshall replaces Mr. Harwood, effective immediately and to continue in this position for the year 1990.

Following are Dr. Marshall's address and telephone number:

Bus.	Suite 102, 1100 Main St. W., Hamilton, Ontario, L8S 1B3 522-5522	Home: 35 Chedoke Ave. Hamilton, Ont., L8P 4N9 525-1140

Dr. Marshall fills the requirements necessary to represent us on the Hamilton Board's S.E.A.C.

Trusting this will bring your records up to date, I remain,

Sincerely yours,

Wm. H. Tallman,
Executive Director.

WHT/E
c.c. - Mrs. J. Bishop

REPORT OF THE
SUPERVISED ALTERNATIVE LEARNING FOR EXCUSED PUPILS COMMITTEE

Present: H. Detwiler (Chairman); Trustees Barker, Bishop, Rogers and Clarke.

Officials Present:
P. Beveridge (Superintendent of Curriculum and Special & Educational Services)
J. Yurkiw (Assistant Superintendent, Special Services)
B. Schofield (Co-ordinator, Adjustment Services)
D. Sayers (Special Needs Counsellor)
F. Weir (Youth Employment)
N. Mintz (Children's Aid Society)

The Committee recommends:

GENERAL

1. That the Annual Report for 1988-1989, including the following recommendations and the Statistical Report (see attached), be approved as presented to the members:

   (i) That group support sessions with students that will promote specific skill training be established.

   (ii) That a safety workshop component for SALEP students be established.

   (iii) That an ongoing follow-up study to provide statistical data relative to the SALEP program be established with Research Services.

   (iv) That the position of SALEP/Educational Assistant be filled on a pilot basis for the period 1990 01 01 to 1990 06 30 with and that an evaluation of this position be reported to the Board in July, 1990.

Respectfully submitted,

Helen Detwiler
Chairman

Meeting Room
1989 10 24

SUPERVISED ALTERNATIVE LEARNING FOR EXCUSED PUPILS (SALEP)

1988 - 1989

	14 YEARS OLD		15 YEARS OLD		TOTAL		TOTAL
	BOYS	GIRLS	BOYS	GIRLS	BOYS	GIRLS	
1.No. of students on approved programs requiring part-time attendance at school	–	–	2	4	2	4	6
2.No. of students on approved programs including some formal education, such as night school or correspondence course(s)	–	2	4	8	4	10	14
3.No of students on approved programs with no school component required	4	6	24	13	28	19	47
4.SUBTOTAL: No. of students not attending full time day school (Add #1 + #2 + #3)	4	8	30	25	34	33	67
5.No. of students processed by S.A.L.E.P. Committee, but required to attend school full time	0	0	0	0	0	0	0
6.No. of Applications not Processed	2	5	13	5	15	10	25
7.Total No. of Applications	6	13	43	30	49	43	92
PROGRAM ENROLLED IN AT TIME OF RELEASE							
A. Elementary: Grade 6	–	–	–	–	–	–	–
Grade 7	–	–	–	1	–	1	1
Grade 8	1	–	–	1	1	1	2
B. Secondary: Vocational, Level IX	1	5	18	8	19	13	32
Vocational, Level X	–	–	3	2	3	2	5
Composite, Level IX	2	3	8	9	10	12	22
Composite, Level X	–	–	1	4	1	4	5
C. No. of Students Not Attending Full Time School (Add A + B = #4 above)	4	8	30	25	34	33	67

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1989 11 07

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

I have the honour to present the following recommendations for your approval:

ELEMENTARY/SECONDARY

(a) That a grant application under the Ministry of Education Quality, Partnership and New Directions Funding: Moving Co-operative Education into the 1990s, for the period February, 1990 to January, 1991, in the amount of $49,300, be approved. (It is anticipated that the maximum cost to the Board will be $9,300.)

(b) That the following trip requests be approved:

(i) Dalewood, Grade 7, Outdoor Education, Camp Wanakita, 1990 01 14-17 (Sunday to Wednesday)

(ii) Elizabeth Bagshaw, Grade 7, Ottawa, 1990 02 07-09 (Wednesday to Friday)

(iii) G. L. Armstrong, Grade 7, Midland, 1990 06 14-15 (Thursday to Friday)

(iv) Lake Avenue, Grades 6-7, Outdoor Education, Camp Wanakita, 1990 01 21-24 (Sunday to Wednesday)

(v) Prince of Wales, Grade 8, Ottawa, 1990 06 06-08 (Wednesday to Friday)

(vi) R. A. Riddell, Grade 8, Ottawa, 1990 05 23-25 (Wednesday to Friday)

(vii) Ryerson, Grades 6-8, Outdoor Education, Camp Wanakita, 1990 02 11-14 (Sunday to Wednesday)

(viii) Ryerson, Grade 8, Washington, D.C., 1990 05 23-26 (Wednesday to Saturday)

(ix) W. H. Ballard, Grade 8, Ottawa, 1990 02 07-09 (Wednesday to Friday)

(x) W. H. Ballard, Grade 7, Outdoor Education, Camp Wanakita, 1990 02 14-16 (Wednesday to Friday)

(xi) Barton, Grade 9-13, Upper Canada College, 1990 02 18-20 (Sunday to Tuesday)

(xii) Glendale, Grade 9-13 School Band, Orlando/Nassau, 1990 04 24-30 (Tuesday to Monday)

(xiii) Parkview, Grades 9-12, Quebec City, Quebec, 1990 05 23-25 (Wednesday to Friday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

rm

SIR ALLAN MACNAB SECONDARY SCHOOL

145 MAGNOLIA DRIVE
HAMILTON, ONTARIO
L9C 5P4
TELEPHONE: (416) 383-3337

OFFICE OF THE PRINCIPAL

October 11, 1989

Mr. Keith Rielly,
Secretary of the Board of Education.
Hamilton Board of Education,
100 Main Street West.
Hamilton, Ontario

Dear Mr. Rielly:

We were all greatly shocked and saddened by the sudden and untimely death of Mr. Earl Lewis who retired as Principal of MacNab Secondary School on June 30, 1989, after thirty-five years in the teaching profession.

I began my teaching career with Mr. Lewis twenty-eight years ago at Westmount Secondary School and have been fortunate to work with him on several occasions since that time, most latterly as his Vice Principal at Glendale and MacNab Secondary Schools.

In all of that time, I can say that I have never worked with a finer human being, or a greater educator than Earl Lewis. His dedication to young people and to teachers was an example to be followed by all those who would seek leadership in the field of education

I have never seen a Principal who was more loved and appreciated by his school, than Earl Lewis. He was always present at every extra curricular activity and put his heart into developing school spirit and staff morale in a most successful and singular way.

The students, teachers and parents have asked that we take some action to give recognition in memorium to this most loved and outstanding educator.

The Students' Council has unanimously given their support to a proposal to name one of the campus sports' fields "The Earl Lewis Memorial field".

This would be a most appropriate memorial because Mr. Lewis spent many hours supporting and supervising school teams and one of his final career projects was to take the necessary action to build a badly needed addition to our campus sports complex.

I would therefore ask that you give your support to this proposal and ask that you request permission from the Board of Education to name our new sports field in memory of Mr. C.E. Lewis. Any cost involved would be assumed by the staff and students of MacNab Secondary School.

Yours sincerely,

Bob Williamson

R. J. Williamson,
Acting Principal

RW/jod

cc:
Mr. D. Rothwell, Superintendent of Schools
Mr. L. Swan, Principal
Miss N. Wong, Teacher-Advisor Student Council
Teaching Staff
Mrs. Mary Caye Clarke, Trustee Ward 8
Mr. Wes Hicks, Trustee Ward 8
Mr. J. Penner, Trustee Ward 8

CA4ONHBL W26
A35

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1989 12 12

URBAN MUNICIPAL
DEC 19 1989
GOVERNMENT DOCUMENTS

Confirmation of the minutes of the last regular meeting and special meeting of 1989 11 16.

G E N E R A L

BUSINESS ARISING OUT OF THE MINUTES:

1. Asbestos in our Buildings: (a) Update - Short and Long Range Asbestos Plans (Pages 1-4)
   (b) Repair Costs (Pages 5-11)

NEW BUSINESS:

1. Formation of Ad Hoc Committees:
   (a) Committee to Study Future Parking Needs
   (b) A.I.D.S. Policy
   (c) Committee re Policies for Food Consumption on School Properties
2. Report on Short Term Investments.
3. Cash Flow
4. 1990 Insurance Coverages and Premiums (Pages 12-13)
5. Sale of Board Site: Spruceside/Mapleside (Pages 14-15)
6. Extension of Lease of Brantdale School - Mohawk College (Page 16)
7. Tenders - Addition to R. A. Riddell Elementary School (Pages 17-18)
8. Presentation to the Standing Committee on Social Development (Bill 64) (Pages 19-28)
9. Capital Expenditure Multi-Year Forecast: 1990 (Pages 29-37)
10. 1989 Forecast of Revenues and Expenditures (Page 38)
11. Report of the Special Education Advisory Committee (Page 39)

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education (Page 40)

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1989 12 12

To the Chairman and Members,
Operations Management Committee,
Education Centre,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Short and Long-Range Plan for Asbestos Treatment In Our Buildings

BACKGROUND:

In August of this year, a plan to deal with asbestos problems in five of our schools was developed by officials with input from CUPE Local 1344. This plan, which was presented to the Board and to the Ministry of Labour, identified asbestos problems and the proposed treatment and repair program in Sir John A. Macdonald, Westmount, Delta, Ainslie Wood and Elizabeth Bagshaw Schools.

In the past three months, our consultants have continued to develop the in-depth asbestos inventory of all our buildings. In addition, the program of asbestos treatment and repair has continued at an accelerated pace in the system.

At the present time, we are developing the major components of our long and short-range plans and receiving input from the trustees, and various other employee groups. It is our expectation to table this plan by the end of January 1990.

The following recommendations are proposed to the committee as the next stage of this development:

RECOMMENDATIONS:

1. **That the short and long-range tentative asbestos treatment plans for our buildings incorporate the following major components:**

   i. **an asbestos treatment plan that complies with the Ministry of Labour Regulations 654/85 incorporating the following criteria for hazard identification, assessment and treatment of asbestos in our buildings:**

      (a) type of construction material
      (b) condition of asbestos-containing material
      (c) accessibility of asbestos-containing material
      (d) relative use and accessibility of the area where asbestos containing materials are found

See appendices A & B

ii. Asbestos Response Team

iii. a communications package to keep staff, students, trustees and community informed about asbestos

iv. Financial Plan

2. That the officials continue to work with employee groups through the Asbestos sub-committee and the Joint Health and Safety Committee to receive input on the development of the Board's Short and Long-Range Asbestos Treatment Plan.

3. That officials maintain on-going information updates on asbestos treatment in our buildings with the Ministry of Labour and the Hamilton-Wentworth Regional Health Unit.

4. Until the completion of the short and long-range asbestos plans, that the Superintendent of Plan be authorized to spend up to $400,000 for asbestos control work.

Prepared and submitted by: Senior Management.

Approved by: K. A. Rielly,
Director of Education and Secretary.

.4 Evaluation

The evaluation of accessibility, condition and location of the asbestos-containing materials determine the action required as per the following:

EVALUATION MATRIX LEGEND

S - SHORT TERM ACTION (Complete within 1 year)
M - MEDIUM TERM ACTION (Start when all S work is complete or when work occurs affecting the asbestos)
L - LONG TERM ACTION (Start when all M work is complete or when major work occurs affecting the asbestos)

REMOVE	- Remove asbestos-containing materials to reduce risk of disturbance.
REMOVE *1	- Remove asbestos-containing materials when access for maintenance is required.
REMOVE *2	- Remove asbestos-containing materials at locations where accidental damage is likely.
REMOVE *3	- Remove asbestos-containing materials in conjunction with a major renovation or refit project.
REPAIR	- Repair asbestos-containing materials to GOOD. (After repairs condition goes from FAIR to GOOD)
SURVEILLANCE	- On going review of asbestos management program confirming the utilization of appropriate asbestos procedures for ceiling entry and maintenance work by Board staff and outside contractors. Includes periodical inspection of the condition of the asbestos-containing materials, and implementation of action as required if materials condition goes from GOOD to FAIR or POOR.

EVALUATION MATRIX

		CONDITION		
ACCESS		POOR	FAIR	GOOD
READY (A)	S	REMOVE	REMOVE	REMOVE *2
	S	-	-	SURVEILLANCE
	L	-	-	REMOVE *1 *3
READY (B)	S	REMOVE	REPAIR	SURVEILLANCE
	M	-	(GO TO (B) GOOD)	SURVEILLANCE
	L	-	-	REMOVE *1 *3
OCCASIONAL (C)	S	RESTRICT ACCESS	RESTRICT ACCESS	SURVEILLANCE
	M	REMOVE *1	REPAIR	SURVEILLANCE
	L	-	(GO TO (C) GOOD)	REMOVE *1 *3
NO ACCESS (D)		NO ACCESS CANNOT BE INSPECTED	NO ACCESS CANNOT BE INSPECTED	NO ACCESS CANNOT BE INSPECTED
	L	REMOVE *1 *2	REMOVE *1 *2	REMOVE *1 *2

1989 12 12

To: The Chairman and Members
Operations Management Committee
The Board of Education
Hamilton, Ontario

RE: Asbestos Repair Costs

Ladies & Gentlemen:

At it's meeting of November 16, 1989, the Operations Management Committee requested that information concerning the school locations and amounts of money that had been spent to date on asbestos repairs be provided. Accordingly the attached list showing this information is provided.

Prepared and submitted by: R. T. Orlando
Superintendent of Plant

Approved by: K. A. Rielly
Director of Education and Secretary

BUILDING - ASBESTOS COSTS AS OF NOVEMBER 15, 1989

LOCATIONS	SPENT	COMMITTED	TOTAL
A. M. Cunningham	1,465	22,400	23,865
Adelaide Hoodless	6,337		6,337
Ainslie Wood	111,055	500	111,555
Albion		3,300	3,300
Allenby	9,826	500	10,326
Barton Secondary	25,380	750	26,130
Bennetto	1,169	200	1,369
Binkley			
Brantdale	1,235		1,235
Briarwood	4,781	2,000	6,781
Buchanan Park	668		668
Burkholder Drive	1,155	900	2,055
Caledon	13,395		13,395
Cardinal Heights	14,900		14,900
Cecil B. Stirling		200	200
Centennial	7,581		7,581
Central	1,238		1,238
Chedoke	1,048		1,048
Comley	12,420		12,420
Crestwood	80	2,000	2,080

246,483

BUILDING - ASBESTOS COSTS PAGE -2-

LOCATIONS	SPENT	COMMITTED	TOTAL
Dalewood	4,481	50	4,531
Delta Secondary	43,848	4,500	48,348
Dr. J. Edgar Davey	1,591	500	2,091
Dundurn Street South	180,881	700	181,581
Earl Kitchener	15,100		15,100
Eastmount Park	3,988		3,988
Eastview			
Education Centre	252	100	352
Elizabeth Bagshaw	7,523	900	8,423
Fairfield	1,482	1,000	2,482
Fairview	50		50
Fernwood Park	2,825		2,825
Franklin Road	1,706	2,000	3,706
General Secondary	15,569	40,000	55,569
General Elementary	17,238	50,000	67,238
General Vocational	5,344	10,000	15,344
George L. Armstrong	31,490	200	31,690
George R. Allan	7,430		7,430
Georges P. Vanier Secondary	3,437	2,000	5,437
Gibson	10,213	9,125	19,338
Glen Brae	175	200	375
			722,381

BUILDING - ASBESTOS COSTS PAGE -3-

LOCATIONS	SPENT	COMMITTED	TOTAL
Glendale Secondary	5,617	3,350	8,967
Glen Echo	739	200	939
Glenview			
Hampton Heights	450	300	750
Hess Street			
Highview			
Hillcrest	8,101	200	8,301
Hill Park Secondary	23,537	1,950	25,487
Hillsdale	297		297
Holbrook	1,374		1,374
Huntington Park	1,504		1,504
James MacDonald	2,350		2,350
King George	11,920		11,920
Lake Avenue	891	1,100	1,991
Lawfield	2,902	200	3,102
Linden Park (Heated/Hill Park)	3,463		3,463
Lisgar	1,339	500	1,839
Lloyd George	5,586		5,586
Memorial	11,877	200	12,077
Mohawk Trail	1,188		1,188
			813,516

BUILDING - ASBESTOS COSTS PAGE -4-

LOCATIONS	SPENT	COMMITTED	TOTAL
Mountview	450	1,000	1,450
Norwood Park	4,664	300	4,964
Onteora	857		857
Parkdale	2,003		2,003
Parkview	3,850	500	4,350
Pauline Johnson	381		381
Peace Memorial	3,181		3,181
Prince of Wales	43,831		43,831
Prince Philip	2,420	100	2,520
Princess Elizabeth	74	7,800	7,874
Queen Mary	4,431	200	4,631
Queensdale	22,019	500	22,519
Queen Victoria	4,843		4,843
R. A. Riddell	146		146
Red Hill	475		475
Richard Beasley	980	1,900	2,880
Ridge			
Ridgemount	2,379	200	2,579
Robert Land	3,515	1,000	4,515

927,515

BUILDING - ASBESTOS COSTS PAGE 5

LOCATIONS	SPENT	COMMITTED	TOTAL
Rosedale	1,150		1,150
Roxborough Park	965		965
Ryckman's Corners	2,225		2,225
Ryerson	941	500	1,441
Sandford Avenue	15,214	4,600	19,814
Scott Park Secondary	54,393	1,400	55,793
Seneca	1,081		1,081
Sherwood Secondary	35,654	600	36,254
Sherwood Heights			
Sir Allan MacNab	1,562	5,000	6,562
Sir Isaac Brock	2,252		2,252
Sir John A. Macdonald	233,127	2,050	235,177
Sir Winston Churchill	3,993	2,400	6,393
Southview	270		270
Stinson street	6,752	22,982	29,734
Strathcona			
Thornbrae	32,089	150	32,239
Tweedsmuir	298		298
Union	891		891
Vern Ames (Heated/Lawfield	605		605
Vincent Massey	950		950

BUILDING - ASBESTOS COSTS PAGE -6-

LOCATIONS	SPENT	COMMITTED	TOTAL
Viscount Montgomery	3,119	1,100	4,219
W. H. Ballard	9,306	2,500	11,806
Westdale Secondary	150,905	2,150	153,055
Westmount Secondary	225,888	1,000	226,888
Westview	981		981
Westwood	1,104		1,104
Woodward	1,032	600	1,632

Grand Total 1,761,294

Board of Education,
Hamilton, Ontario,
1989 12 12.

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

RE: 1990 INSURANCE COVERAGES AND PREMIUMS

Ladies and Gentlemen:

The Boards' insurance policies (1990-01-01 to 1990-12-31) are due for renewal and the attached summary outlines the coverages and premiums for 1989 and 1990.

The total 1990 insurance premium amount is $393,320. This is an increase of 5.7% over the 1989 premium.

We would like to draw your attention to the Property of Every Description coverage totalling $366,470,534. This coverage includes buildings and contents and has been determined by including deletions and additions of buildings and contents, plus a 6% increase of values over 1989. The rate of $.055 per $100 for 1989 remains unchanged from 1989.

Our liability insurance coverage has been with the Ontario School Boards' Insurance Exchange (OSBIE) since October 1, 1987. Our other insurance coverages have been placed through Dalton Insurance Brokers Limited since 1969.

OSBIE is planning to introduce a unique insurance policy package which has been designed exclusively for school boards. Incorporated in this one policy will be Property, Boiler and Machinery and Crime coverages and possibly Auto Insurance. The effective date for this proposed package will likely be January 1991.

Once we have received all the information pertaining to this new package, we will be reporting back to this committee with a recommendation to either accept the OSBIE insurance package or to reinsure with our present insurers.

RECOMMENDATION:

That the insurance coverages and premiums for 1990 of $393,320 be approved.

Prepared by: D. Kelterborn,
Manager of Property and Insurance.

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer.

Approved by: K. Rielly,
Director of Education and Secretary.

SUMMARY OF INSURANCE POLICIES 1989-90

POLICY	1989 PREMIUM	INCREASE/ DECREASE	1990 PREMIUM	POLICY LIMITS	DEDUCTIBLE	COVERAGE AND ENDORSEMENTS
LIABILITY INSURANCE (Ontario School Boards Insurance Exchange)	146,134	+3.7%	151,493	10,000,000	none	Bodily injury, property damage. Shops in secondary and vocational schools. Errors and Omissions - wrongful acts. Cross Liability, personal injury. Coverage for Non-Owned Automobiles.
AUTOMOBILE (Dalton Insurance) Liability Accident Benefits and Comp. New Vehicles	 3,345 13,144 148	+9.8%	 3,752 14,516	 10,000,000	 100	Deductible on comprehensive only. Public Liability and Property Damage. No collision coverage. Legal Liability - Third Party.
AVIATION AND TRAVEL (Seaboard Life Ins. Co.)	602	+2.8%	619	1,000,000	none	Medical, weekly indemnity and $50,000 principal benefits, for 21 trustees, 15 SEAC.
PROPERTY OF EVERY DESCRIPTION (Dalton Insurance) Fire and Theft Buildings, Contents, Micros 37 East Avenue - House	 187,283	 +7.7%	 201,708	 366,470,534 72,100	 10,000 250	All risk policy, extra expense coverage recreation centres, for damage caused by fire, burglary and theft, or mysterious disappearance. Micro-computers in schools, Education Centre and Warehouse. Fire and extended coverage on house on East Avenue.
CRIME - Broad Form Money and Securities (Dalton Insurance) **DATA PROCESSING** (Dalton Insurance) **BOILER AND MACHINERY** (Dalton Insurance)	5,827 1,269 13,975	- - -1.1%	5,827 1,269 13,825	500,000 2,000 75,000 5,000,000	none none 1,000 5,000	All employees bonded - $500,000 per occurrence. Each Elem., Sec., Vocational and Ed. Centre Vault. Increased to $5,000 during night school registration. Education Centre computer room equipment - media equipment, breakdown coverage, and extra expense coverage. Comprehensive policy - coverage for explosion, burnout, breakdown, extra expense.
MISCELLANEOUS PROPERTY FLOATER (Dalton Insurance)	311	-	311	6,306	100	Information Services Department camera equipment.
TOTALS	372,038	+5.7%	393,320			

Education Centre
100 Main Street West
Hamilton, Ontario
1989 12 12

TO THE CHAIRMAN AND MEMBERS
OPERATIONS MANAGEMENT COMMITTEE
Board of Education
Hamilton, Ontario
L8N 3L1

Ladies and Gentlemen:

Re: Sale of Board Site
Kirkendall South Neighbourhood (Spruceside/Mapleside)
Lot 17, Con. 3 (Barton)

The decision to sell this 0.57 acre site was approved by the Board in July 1989. We formally notified all priority agencies of our intention to sell this property and received two replies of interest. One reply was from the Ministry of Government Services on behalf of the Ministry of Housing of Ontario for non-profit housing purposes, and the other reply was from the City of Hamilton to continue its usage as a park.

An appraisal was done as required by the Ministry of Education for any sale, and the appraised market value was $760,000.

The City of Hamilton has made us an offer of $760,000 for the site.

The Ministry of Housing of Ontario, has informed us that the site is not suitable for its purpose.

RECOMMENDATION

That the offer of $760,000 from the Corporation of the City of Hamilton for the purchase of the 0.57 acre parcel of land in Lot 17, Concession 3 (Barton) be accepted, and that the purchaser also pay any costs including legal and surveying costs of this sale. The funds realized from the sale are to be placed in Capital Reserves.

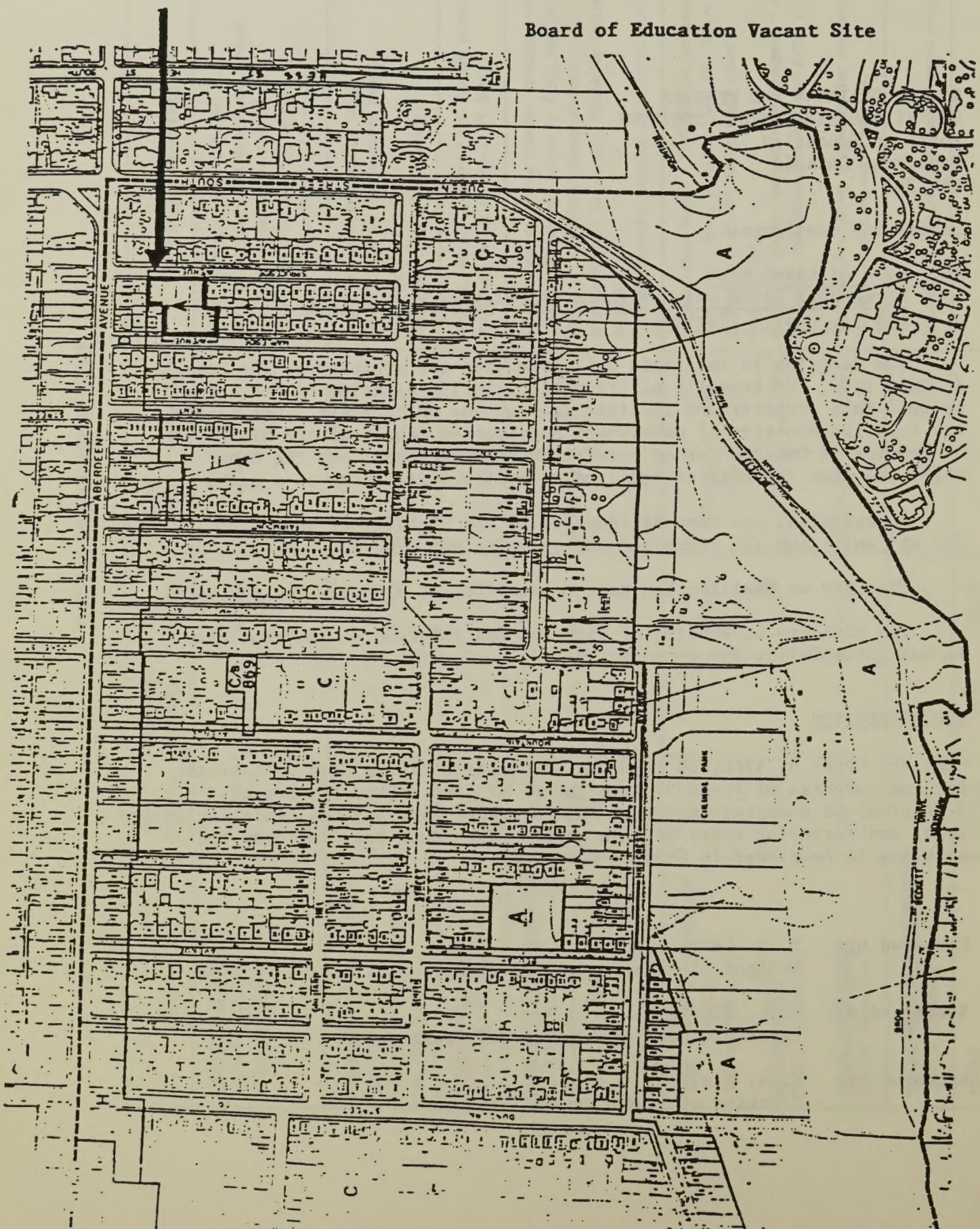
Prepared by: D. H. Kelterborn,
Manager of Property and Insurance

Submitted by: P. E. Shewfelt,
Superintendent of Finance and Treasurer

Approved by: K. A. Rielly,
Director of Education and Secretary

KIRKENDALL SOUTH
(Mapleside/Spruceside)

Board of Education Vacant Site



Education Centre
100 Main Street West
Hamilton, Ontario
1989 12 12

To the Chairman and Members
Operations Management Committee
The Hamilton Board of Education

Ladies and Gentlemen:

Brantdale School

Mohawk College has rented Brantdale School since April 1978, and their lease expires on March 31, 1990. We have been approached by Mohawk College to extend their lease for another year, when the present lease expires.

Our officials have reviewed this request and realize that even though the Board's Accommodation Committee will be reconvening early in the new year, this does not give Mohawk College adequate time to find an alternate location by March 1990.

The future of Brantdale School will be discussed during the 1990 Accommodation Committee's deliberation, and a recommendation on Brantdale School will be included in its report.

RECOMMENDATION

That Mohawk College's lease on Brantdale School, which expires on March 1990, be renewed for another year to expire on March 31, 1991.

Prepared by: D. H. Kelterborn
Manager of Property and Insurance

Submitted by: P. E. Shewfelt
Superintendent of Finance and Treasurer

Approved by: K. A. Rielly
Director of Education and Secretary

/hd

1989 12 12

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Re: Tenders - Addition to R. A. Riddell Elementary School

Tenders were advertised for the above project and the following prices were received:

Bestco Construction Corp.	$1,099,628
G. S. Wark Limited	1,107,000
Valley Town Construction Limited	1,115,000
Martin-Stewart Contracting Limited	1,115,948
Canadian Engineering & Contracting Co. Limited	1,132,000
Falla Construction Ltd.	1,188,000
The Frid Construction Company Limited	1,196,000

The Superintendent of Plant recommends that the tender of Bestco Construction Corp. be accepted and that a contract be awarded in the amount of $1,099,628 for this work and that application for final approval be submitted to the Ontario Municipal Board (O.M.B).

Tender	$1,099,628
Fees, Permit & Contingency	210,000
Debenture, O.M.B., Other Costs	13,000
Furniture & Equipment	47,000
Estimated Cost of Project	$1,369,628

Recommendation:

(a) That funds be provided in the amount of $1,369,628 for this project and that a contract be awarded for the construction of an addition to R. A. Riddell Elementary School in the amount of $1,099,628.

(b) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of one million, three hundred and twenty three thousand dollars ($1,323,000) for the addition to R. A. Riddell Elementary School on Cranbrook Drive in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment term not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

c) That other costs, including furniture and equipment be financed from Capital Reserves.

Prepared by: P. E. Shewfelt Superintendent of Finance and Treasurer and R. T. Orlando, Superintendent of Plant

Submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary.

PRESENTATION TO THE STANDING COMMITTEE ON SOCIAL DEVELOPMENT

LEGISLATIVE ASSEMBLY OF ONTARIO

BY

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

MARY CAYE CLARKE

CHAIRMAN OF THE BOARD

TUESDAY, NOVEMBER 21, 1989

Madam Chair, as Chairman of the Board of Trustees for The Board of Education for the City of Hamilton, I would like to express my appreciation for this opportunity to appear before the Standing Committee on Social Development with respect to the financial implications relating to the implementation of Bill 64. We have brought for your consideration our written submission and would be pleased to answer any questions after we have made our presentation.

May I take this opportunity to introduce Mr. Keith Rielly, Director of Education and Secretary and Mr. Paul Shewfelt, Superintendent of Finance and Treasurer who are here to assist me.

Madam Chair, historically, it has been our practice to work collaboratively on the submission of briefs at the provincial level with organizations such as the Ontario Public School Boards' Association, the Ontario Public Education Network and the Ontario Association of School Business Officials. With Bill 64 passing second reading on November 8, 1989, we felt compelled to present our reaction directly to the Government because we are one of the boards in Ontario that will encounter a significant negative impact.

Due to the time constraint, we shall address our very serious concerns regarding the direct impact of Bill 64 as it relates to sharing of commercial and industrial assessment with our coterminous board. It is not our intent, on this occasion, to address other

critical related financial matters such as the Development Charges Act (Lot Levy), the implications of Bill 30 and its impact on our capital financing program, the provincial ceilings, the erosion of provincial support at the local level, provincial pooling or the possible amalgamation with Wentworth County.

Our specific concerns relate to a financial model that could be implemented within five weeks. Should that be the case, the legislation will have a negative and serious impact on our local ratepayers during and after implementation.

When the Ministry of Education issued a news release in May, we accepted, in good faith, the Minister's comments that:

- the plan would create a fairer and more equitable system for distributing local education revenues
- changes would be implemented in such a manner that no public school board would incur a net loss in revenue
- the changes would not adversely affect the public school system
- amendments would be introduced to the Education Act to provide a more equitable sharing of education revenues at the municipal level.

Madam Chair, our position is that the proposed model for pooling and sharing of the industrial and commercial assessment base by our two publicly funded educational systems cannot be implemented if it jeopardizes the funding

resources of the Hamilton Board of Education.

We believe that we demonstrate prudent financial management of our revenue sources made available to us through provincial grants and the local tax base. It is therefore paramount that we maintain the integrity of these individual resources so that we may continue to achieve the public and government expectations of our Board. This is particularly evident in such issues as:

- reduction in class sizes in grades 1 and 2
- a six year 10 million dollar microcomputer program implemented in 1984
- a five year 1.5 million dollar technological studies program introduced in 1987
- literacy initiatives under consideration in 1990
- junior and all-day senior kindergarten programs
- pay equity
- health and safety
- the Employer Health Levy
- changes in unemployment insurance
- special needs of inner city schools
- race relations initiatives
- multi-cultural initiatives
- asbestos control and
- capital projects.

Madam Chair, I wish now to focus on the Ministry's financial model that could be implemented within five weeks. I would like to comment on the Ministry of Education's

impact study as it relates to the Hamilton Board, the details of which are outlined in Exhibits 1 and 2. Each year during the six year implementation phase, 2.3 million dollars in property taxes will be re-allocated to our sister board. This loss in tax revenue will be offset by 1.3 million dollars in provincial grants thereby resulting in a 1 million dollar loss of revenue. During this period, your government will supplement our operating grants by $600,000 thereby reducing our net loss of revenues to $400,000 per year. It is our understanding that additional grants may be made available to boards such as ours to compensate for this loss during the implementation phase. Since this information was not incorporated into the model, we have to assume that those grants would offset our $400,000 loss. While this is of concern to us in not only the maintenance of our existing programs and obligations, but also the implementation of new programs, we have an even greater concern with the impact of this legislation as it relates to the seventh and subsequent years. Our interpretation of the model would indicate that the withdrawal of any pending supplementary grants would leave us in a net loss position of 2.4 million dollars per year.

In the short term, we assume that the Minister will fulfill his promise that he made during the first reading of Bill 64 on October 19 when he stated "Provincial grants to school boards will be increased to ensure that the public

school system, on a province-wide basis, does not suffer a loss of revenue as a result of these changes. As well, additional compensation will be provided so that no public school board will experience a net loss of revenue as a result of these changes."

During the second reading of the Bill on November 8, the Minister went on to say "We have said we are going to take a number of compensatory measures to recognize that there will be impacts. As a result of this policy, we will be increasing the grant ceilings in a way that is going to leave a vast majority of public boards better off, by my calculation, than they were before this change was undertaken. Yes, after that if we find there are boards that have additional considerations, they too will be taken into serious and positive account. Without seeing the results of the rolls, I cannot at this point give the absolute final numbers because I do not know what they are, but we do know that the government has said no board will suffer a net loss of revenue as a result of this policy. I am going to stand behind that commitment. I understand the concern of the public boards out there and that is a legitimate point of view."

Madam Chair, we share the same concerns with respect to this funding model which is planned for implementation in five weeks. We too wish to see the final numbers based upon the return of the final assessment rolls. It will be March of 1990 before the rolls are available to us. This

would be two or three months following the pending implementation of this legislation.

In the May, 1989 news release by the Minister, it was stated "These changes bring to a conclusion the last outstanding issue relative to the decision of this government to provide equality of opportunity for every child in this province, regardless of whether they are enrolled in the public or separate school system. It allows every child the opportunity to reach his or her full potential in an atmosphere of certainty and harmony."

Madam Chair, we feel vulnerable. If this Bill is enacted, we may have to reduce our current operations by $400,000 each year over the next six years for a total of 2.4 million dollars, or your government will have to increase our grants accordingly. If either of these options is not feasible, we will have to levy this financial shortfall on the local ratepayer. It is imperative that we at least maintain a level of funding that recognizes our fiscal needs, many of which are implemented by Ministry mandate and special initiatives in addition to local initiatives. It is paramount to our Mission Statement that we maintain a secure and dependable funding base for the future to ensure properly planned programs and support services for our students.

There can be no erosion of our overall financial resources or negative impact on the viability of our educational system.

We, therefore, recommend that the third reading of Bill 64 be delayed until 1990 assessment rolls are received and 1990 estimates approved. This would then put us in a position to work with the Minister in a collaborative way to evaluate the information and to develop a model that would not negatively impact on the operation of any publicly funded board during a phase-in period or more importantly in the years that follow.

Our request for reconsideration at the provincial and local level is based upon the fundamental principles of equality, fairness, participation and accountability.

Madam Chair, on behalf of the Board of Education for the City of Hamilton, I would like to express my appreciation to you and your committee for providing us with this opportunity and to indicate that we would be pleased to answer any questions. Thank you.

Exhibit 1

FINANCIAL MODEL RELATING TO THE IMPACT STUDY ON COTERMINOUS SHARING

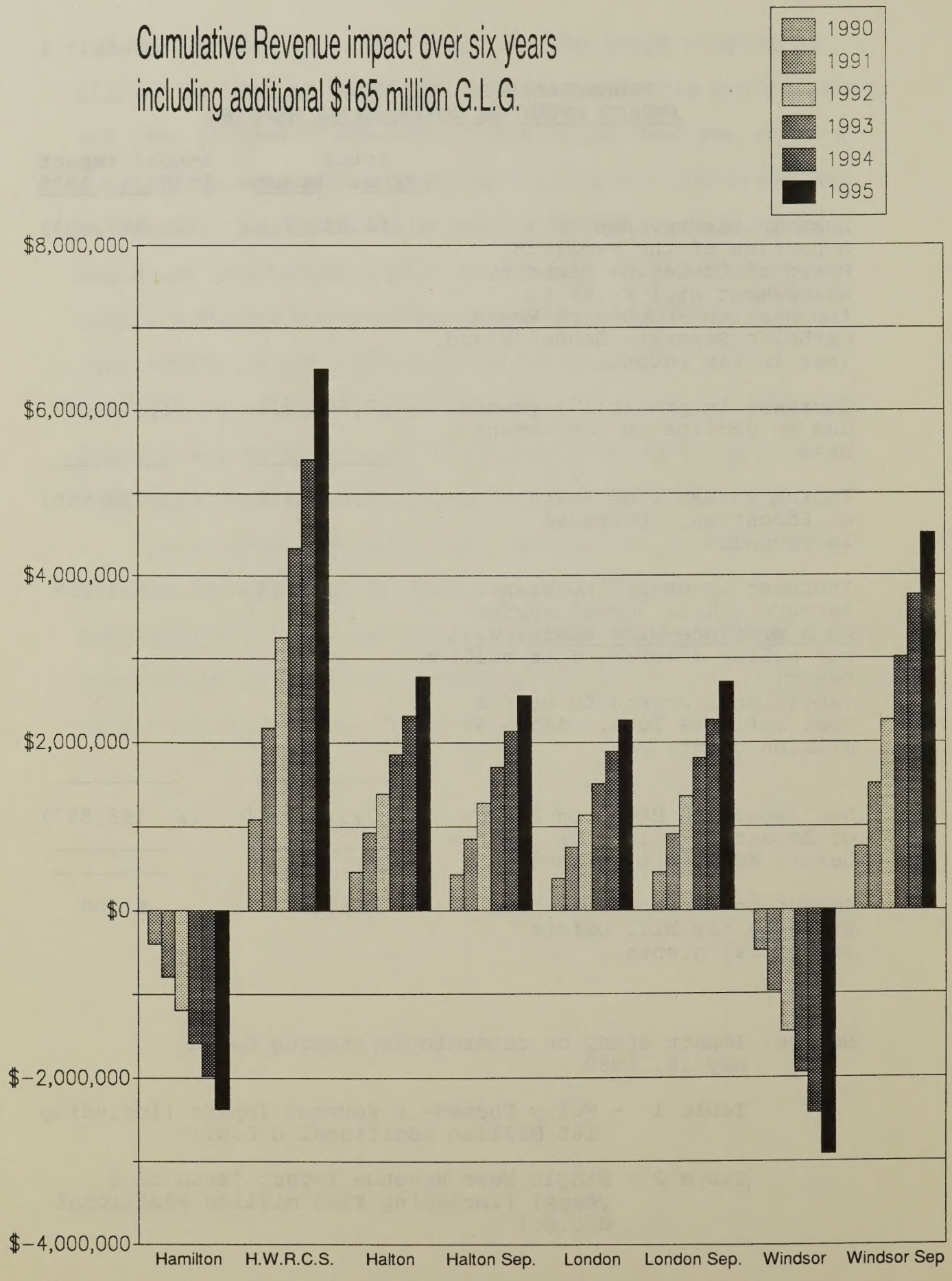
	Total Annual Impact	Annual Impact 1990 - 1995
Loss in tax revenue A portion of the Hamilton Board of Education Property Assessment will shift to the Hamilton-Wentworth Roman Catholic Separate School Board, loss in tax revenue	($14,085,738)	($2,347,623)
Increase in provincial grants due to decline in assessment base	7,992,222	1,332,037
Impact on Hamilton Board of Education - Decrease in revenue	(6,093,516)	(1,015,586)
Increase in operating grants (ensure public school system **on a province-wide basis**, will not suffer a loss: $165 million grant)	3,718,195	619,699
(additional grants to boards that suffer a loss: $15 - 39 million grant)	?	?
Net impact on Hamilton Board of Education - loss of revenue before additional grants	($ 2,375,321)	($ 395,887)
Impact on Average Household property tax bill before additional grants	$8.00	$1.00

Source Impact study on coterminous sharing dated May 18, 1989

Table 1 - Fully Phased-in Revenue Impact (including 165 Million Additional G.L.G.)

Table 2 - Single Year Revenue Impact (each of 6 years) (including $165 million additional G.L.G.)

EXHIBIT 2


Cumulative Revenue impact over six years
including additional $165 million G.L.G.
1990
1991
1992
1993
1994
1995
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
$-2,000,000
$-4,000,000
Hamilton
H.W.R.C.S.
Halton
Halton Sep.
London
London Sep.
Windsor
Windsor Sep

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1989 12 12

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: **CAPITAL EXPENDITURE MULTI-YEAR FORECAST: 1990**
Allocations for 1991 to 1995

The Capital Expenditure Multi-Year Forecast: 1990 was filed with the Ministry of Education on December 5, 1989. It summarizes the estimated long term capital needs of our system for the years 1991 to 1995 as reported in the Accommodation Report (June, 1989).

In addition, it includes asbestos repair/removal, dust collection systems, roof replacements, major renovations, boiler replacements, the possible conversion of Caledon into a co-educational facility and renovation of Crestwood into a middle school.

The Capital Expenditure Multi-Year Forecast: 1990 for the period 1991 to 1995 requests Ministry's support for $27,773,000 in building projects.

RECOMMENDATION

(a) That the Capital Expenditure Multi-Year Forecast: 1990, Allocations for 1991 to 1995 be approved; and

(b) That the Superintendent of Plant be authorized to proceed with the purchase of 25 portables for 1990.

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

Ministry of Education
Ontario

Proposed Projects - Buildings (For Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
1(a)	New Elementary School (Gurnett Neighbourhood)	-	-	-	500	A	E	5,300					2,650	Debentures
(b)	Child Care re: New Elementary School	-	-	-	-	-	-	300					-	-
2	James MacDonald 4-room Addition	1954	429	105	145	A	E	1,000					500	Debentures
3	Lincoln M. Alexander 6-room Addition	1989	500	-	215	A	E		1,300				650	Debentures
							TOTAL $	6,600	1,300				3,800	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116A (Revised 09/89) CEF-1A-1990

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board: THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

Section: GENERAL

Board Number: 6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) See (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
1	Asbestos Repair/Removal	-	-	-	-	D	E/S	1,713	1,550	1,550	1,050		1,935	Current Levy
2	Calédon - Renovation into Co-ed Vocational School		670	-	-	C	S	3,000					1,000	Deben-ture
3	Crestwood - Renovation into Middle School		710	-	-	C	E	1,750	1,750				1,160	Deben-ture
4	Dust Collection Systems	-	-	-	-	D	E/S	285	320	275			290	Current Levy
5	Roof Replacement Program	-	-	-	-	G	E/S	505	580	550	500	450	850	Current Levy
6	Major Renovation Program	-	-	-	-	D	E	1,684	1,496				1,050	MECR/ Capital Reserve/ Current Levy
7	Boiler Replacement Program	-	-	-	-	G	E/S	185	180	170	160	170	285	
					TOTAL $			9,122	5,876	2,545	1,710	620	6,570	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-01168 (Revised 09/89) CEF-1B-1990

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000) 1990	Estimated Cost ($000)	Estimated Cost ($000)	Estimated Cost ($000)	Estimated Cost ($000)	Estimated Local Share ($000)	Method of Financing
1	Asbestos Repair/ Removal					D	E/S	3,086					1,020	Current Levy
2	Portables (25)						E/S	750					250	Current Levy
3	Adelaide Hoodless - Renovations	1912	742	-	-	D	E	780					780	MECR
4	Delta Renovations	1924	2,100			D	S	1,500					560	Current Levy
4a	Parkview Renovations	1962	640			D	S	200						
	Asbestos Summary 1989: $ 1,975 1990: 3,086 1991-95: 5,863 TOTAL $10,924													
					TOTAL $			6,316					2,610	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000) 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
	ASBESTOS													
a)	Inventory & Inspection		-			D	E/S	50	50	50	50			CURRENT LEVY
b)	Delta	1924	2,100			D	S	500						
c)	Scott Park	1965	1,690			D	S	523	1,000	1,000				
d)	Dundurn	1961	1,460			D	E/S	100			500		1,935	
e)	Unidentified Minor Repairs		-			D	S	500	500	500	500			
					TOTAL $			1,713	1,550	1,550	1,050		1,935	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward If more than one page is required.

21-0116B (Revised 09/89) CEF-1B-1990

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board: THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

Section: GENERAL

Board Number: 6-4-319

Board Priority Number	Name of Project/School Location Ident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
	DUST COLLECTION SYSTEMS - INDUSTRIAL ART SHOPS													
(a)	MEMORIAL		858			D	E	33						Current Levy
(b)	HILLCREST		678			D	E	33						
(c)	HAMPTON HEIGHTS		666			D	E	33						
(d)	CHEDOKE		709			D	E	33						
(e)	BENNETTO		382	35		D	E	33						
(f)	W.H. BALLARD		1124			D	E		36					
(g)	LAKE AVENUE		785	140		D	E		36					
(h)	LAWFIELD		565			D	E		36					
(i)	G.L. ARMSTRONG		796			D	E		36					
(j)	BURKHOLDER		455			D	E		36					
(k)	RYERSON		525			D	E			39				
(l)	QUEEN MARY		1006			D	E			39				
(m)	VISCOUNT MONTGOMERY		636			D	E			39			290	
(n)	C.B. STERLING		744	350		D	E			39				
(o)	R.A. RIDDELL		664	490		D	E			39				
(p)	G.P. VANIER		930			D	S	60						
(q)	SCOTT PARK		1690			D	S	60						
(r)	SIR JOHN A. MACDONALD		1930			D	S		70					
(s)	SHERWOOD		1582			D	S		70					
(t)	SIR WINSTON CHURCHILL		1536			D	S			80				
	TOTAL $							285	320	275			290	

DEC 01 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116B (Revised 09/89) CEF-1B-1990

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
	ROOF REPLACEMENT PROGRAM													CURRENT LEVY
a)	Westmount	1961	1460			G	S	295						
b)	Richard Beasley	1968	411	105		G	E	210						
c)	Buchanan Park	1960	390	210		G	E		200					
d)	Red Hill	1968	388	70		G	E		180					
e)	Linden Park	1957	413			G	E		200					
f)	Hill Park	1954	1498			G	S			550				
g)	Parkview (Upper Level)	1962	640			G	S				100		850	
h)	Education Centre (Lower Level - Phase 1)	1967	-			G	E/S				100			
i)	Sir Allan MacNab	1969	1760			G	S				160			
j)	Sherwood - Gymnasium	1967	1582			G	S				140			
k)	Education Centre (Upper Sec'n - Phase II)	1967	-			G	E/S					100		
l)	Westmount - (Lower Sec'n)	1961	1460			G	S					250		
m)	Westwood - (West Side)	1964	539	G		G	E					100		
	TOTAL $							505	580	550	500	450	850	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116B (Revised 09/89) CEF-1B-1990

Ministry of Education
Ontario

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
	MAJOR RENOVATION PROGRAM													MECR/ CAPITAL RESERVES
a)	Memorial	1918	858			D	E	473						
b)	Gibson (Stage 1)	1892	496			D	E	397						
c)	Tweedsmuir	1911	444			D	E	594						
d)	Hillcrest (Old Section)	1920	678			D	E	220					1,050	
e)	Gibson (Stage 2)	1892	496			D	E		286					
f)	Lloyd George	1918	549			D	E		440					
g)	King George	1912	532			D	E		770					
							TOTAL $	1,684	1,496				1,050	

DEC 0 1 1989
Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116B (Revised 09/89) CEF-1B-1990

Ontario Education

Proposed Projects - Buildings (For Non-Growth)

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1990.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Ident Number	Age of Existing School	Ministry Rated Pupil Capacity: Existing School: Permanent Facilities*	Ministry Rated Pupil Capacity: Existing School: Portables/ Portapaks	Ministry Rated Pupil Capacity: This Project	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000): 1991	1992	1993	1994	1995	Estimated Local Share ($000)	Method of Financing
	BOILER REPLACEMENT PROGRAM													CURRENT
a)	Thornbrae	1961	368	210		G	E	95						LEVY
b)	Lawfield	1961	565	-		G	E	90						
c)	Crestwood	1962	710	-		G	S		90					
d)	Chedoke	1957	709	-		G	E		90					
e)	Dalewood	1949	486	-		G	E			110				
f)	Parkdale	1947	441	-		G	E			60				
g)	Queensdale	1948	384	-		G	E				65			
h)	Briarwood	1963	640	-		G	S				95		285	
i)	Woodward	1951	288	35		G	E					80		
j)	Fernwood Park	1954	385	-		G	E					90		
					TOTAL $			185	180	170	160	170	285	

DEC 01 1989

Date

* Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116B (Revised 09/89) CEF-1B-1990

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1989 12 12

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: **1989 FORECAST OF REVENUES AND EXPENDITURES**

Expenditures and revenues for the 1989 budget year have been projected as of October 31, 1989 and are as follows:

	1989 Budget	1989 Forecast	Variance
Operating Expenditures	221,206,171	224,810,171	(3,604,000)
Operating Revenues	221,206,171	221,205,171	(1,000)
	-	(3,605,000)	(3,605,000) (1.6%)

Summary of Major Items

Expenditures

Salaries & Wages	(380,000)
Repairs Buildings and Grounds	(329,000)
Supplies & Services, Equipment	(362,000)
Capital from Current - Asbestos	(1,975,000)
- Parkview	(125,000)
Rentals, Fees & Contractual Services	(8,000)
Tuition Fees	(465,000)
Other Expenses	40,000
	(3,604,000)

Revenues

Provincial Funding, Tuition Fees	47,000
Other Revenues	(48,000)
	(1,000)

RECOMMENDATION

That the 1989 Forecast of Revenues and Expenditures be received for information.

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

REPORT OF THE
SPECIAL EDUCATION ADVISORY COMMITTEE

Present: Mrs. J. Bishop (Chairman); Trustee R. Mulholland; Mesdames Dalziel, Knol, Masters, Trott and Warren; Drs. Marshall, Newberry and Toby; and Mr. Adamson.

Also
Present:
A. Mutart (Hamilton Teachers' Federation)
A. Kunc (Hamilton Principals' Association)
J. Powell-Fralick (Child Care Program Leader)
L. Woolfrey-Cooper (Family Studies Co-ordinator)
M. Schneider, Middle School Consultant

Officals
Present:
J. Yurkiw, Assistant Superintendent of Special Services
R. Adams, Co-ordinator of Special Education
R. Binns, Superintendent of Schools - Area 3

The Committee recommends:

GENERAL

1. That the Child Care Policy Draft be accepted for information.

2. That the Middle School Update be accepted for information.

Respectfully submitted,

J. Bishop,
Chairman

Meeting Room,
1989 11 15

Education Centre,
100 Main Street West,
Hamilton, Ontario
1989 12 12

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present the following recommendations for your approval:

(a) That the following trip requests be approved:

(i) Barton, Grades 9-OAC, Hardwood Hills (Barrie) Cross Country Ski Meet, 1990 01 09 (Tuesday)

(ii) Barton, Grades 9-OAC, Hardwood Hills (Barrie) Cross Country Ski Meet, 1990 01 10 (Wednesday)

(iii) Barton, Grades 9-OAC, Hardwood Hills (Barrie) Cross Country Ski Meet, 1990 01 16 (Tuesday)

(iv) Barton, Grades 9-OAC, Hardwood Hills (Barrie) Cross Country Ski Meet,1990 01 31 (Wednesday)

(v) Barton, Grades 9-OAC, Hardwood Hills (Barrie) Cross Country Ski Meet, 1989 02 06 (Tuesday)

(vi) Glendale, Grades 11-OAC, Paris, France, 1990 03 08-17 (Thursday to Sunday)

(vii) Glendale, GRE46, Toronto, 1990 05 01-02 (Tuesday to Wednesday)

(viii) Hill Park, Grades 9-12, Outdoor Education, Talisman Ski Resort, 1990 01 11 (Thursday)

(ix) Scott Park, Grades 9-OAC, Kissing Bridge/Holiday Valley, New York, 1990 02 20-21 (Tuesday to Wednesday)

(x) Scott Park, Grades 9-OAC, Senior Concert Band, Orlando, Florida, 1990 04 24-29 (Tuesday to Sunday)

(xi) Sir Allan MacNab, Grade 10, St. Donat, Quebec, 1990 01 10-13 (Wednesday to Sunday)

(xii) Westmount, Grades 11-OAC, Hockey Valley (Orangeville), 1990 02 13 (Tuesday)

(xiii) Burkholder, Grades 6-8, Quebec City, Quebec, 1990 04 25-28 (Wednesday to Saturday)

(xiv) Memorial, Grade 8, Quebec City, Quebec, 1990 04 18-21 (Wednesday to Saturday)

(xv) W. H. Ballard, Grade 6, Sudbury - Science North, 1990 05 30-06 01 (Wednesday to Friday)

Respectfully submitted,

R. A. Rielly,
Director of Education
and Secretary.

rvr

ACCOPRESS®

25070	YELLOW/JAUNE	BY2507
25071	BLACK/NOIR	BG2507
25072	BLUE/BLEU	BU2507
25073	R. BLUE/BLEU R.	BB2507
25074	GREY/GRIS	BD2507
25075	GREEN/VERT	BP2507
25077	TANGERINE	BA2507
25078	RED/ROUGE	BF2507
25079	X. RED/ROUGE X.	BX2507

MADE IN CANADA BY/FABRIQUÉ AU CANADA PAR
ACCO CANADIAN COMPANY LIMITED
COMPAGNIE CANADIENNE ACCO LIMITÉE
TORONTO CANADA

HAMILTON PUBLIC LIBRARY
3 2022 21336376 1